



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*

Committee on Committees.....February 10

Education Committee.....February 3

General Operations.....February 3

Health & Emergency Services.....February 3

Legislative Committee.....February 10

**COMMITTEE ON COMMITTEES
MINUTES
CHRISSI MILLER, CHAIRMAN
FEBRUARY 10, 2025**

Present:

Chrissi Miller, Chairman
Dr. Mary Genung, Vice-Chairman
Deborah Holmes
David Klein
Dillon Lamberth

Also Present:

John Isbell, County Mayor
Eric Sitler, Law Director
Steve Weiner, Staff Attorney
Jerry Becker, Commission Chairman ProTem
Jennifer Mitchell, minute taker

Chairman Miller brought the regular scheduled meeting of Committee on Committees to order with an invocation by Comm. Klein on Monday, February 10, 2025, at 5:00 p.m. Chairman Miller declared a quorum to conduct business.

Agenda.

Upon motion of Comm. Lamberth, seconded by Comm. Holmes, the Committee voted unanimously to approve the agenda.

Approval of Minutes of January 13, 2025.

Upon motion of Comm. Genung, seconded by Comm. Lamberth, the Committee voted to approve the minutes of January 13, 2025. Comm. Klein abstained from the vote.

Public Recognition.

Kevin Baigert of 424 AB Wade Road, Portland expressed his frustration with the way the Library Board recommendations were handled at the last Commission meeting.

Chris Shoemaker of 1018 Silver Maple Lane, Portland expressed his interest in serving on the Library Board.

Report of the Chairman.

No report

Report of the County Mayor.

No report

8. Old Business.

a. Appointments.

Sumner County Library Board of Trustees – 2-year term.

- Mike Ray to replace Beth Key
- Eric Stockton to replace Bruce Carter

Comm. Holmes moved, seconded by Comm. Klein, to group and approve Mike Ray and Eric Stockton and forward to full Commission.

After discussion, the Committee voted (4-1-0) to group and approve Mike Ray and Eric Stockton. Comm. Lamberth voted against the appointments.

Sumner County Solid Waste Board 6-year term.

- Ada Nielson to replace Larry Hinton
- Mike Farino to Bob Bristol
- Elaine Gore, present member

Comm. Lamberth moved to approve the recommendations and forward to full Commission. The motion failed for lack of second.

Item to remain on old business for next month.

Sumner County Airport Authority Regional 5-year term.

- Samuel Solorzano to replace Steve Shepard

Comm. Genung moved, seconded by Comm. Holmes, to approve the appointment of Samuel Solorzano to the Airport Authority. The Committee voted (4-1-0) to approve the appointment of Samuel Solorzano to the Airport Authority to be forwarded to the full Commission. Comm. Lamberth voted against the appointment.

Civil Service Board 2-year term.

- William Moudy, present member
- Terry Mims, present member

Comm. Genung moved, seconded by Comm. Lamberth, to approve the appointment of William Moudy and Terry Mims to the Civil Service Board. The Committee voted unanimously to approve.

Health and Safety Standards Board 6-year term.

- Mindy Moore, present member
- Steve Graves, present member
- Jim Young, present member

9. New Business.

10. Adjournment. Upon motion of Comm. Genung, seconded by Comm. Klein, the Committee adjourned at 5:21 p.m.

Sign-In Sheet

Name	Address	Agenda Item to be Discussed
Kevin Bares	424 AS WADE RD POTLAND	BOARD APPOINTMENT
Chris Shoemaker	1018 Silver Maple Cv	Board Appointment

**MINUTES
EDUCATION COMMITTEE
CHAIRMAN, JERRY BECKER
FEBRUARY 3, 2025**

Present:

Jerry Becker, Chairman
Danny Sullivan, Vice-Chairman
Shannon Burgdorf
Don Schmit
Terry Wright

Absent:

Dillon Lamberth
Baker Ring

Also Present:

John Isbell, County Mayor
Eric Sitler, Law Director
Merrol Hyde, Commission Chairman
Dr. Scott Langford, Director of Schools
Jennifer Mitchell, minute taker

Chairman Becker brought the regular meeting of the Education Committee to order with an invocation by County Mayor John Isbell on Monday, February 3, 2025, at 6:08 p.m. in the Sumner County Administration building in Gallatin.

3. Adoption of the Agenda.

Upon motion of Comm. Schmit, seconded by Comm. Sullivan, the Committee voted unanimously to approve the agenda.

4. Approval of Minutes January 6, 2025.

Comm. Sullivan moved, seconded by Comm. Wright, to approve the minutes from January 6, 2025. The Committee voted to approve January 6, 2025, minutes. Comm. Burgdorf abstained from the vote.

5. Recognition of the Public.

None

6. Report of the Chairman.

No report

7. Report of County Mayor.

No report

8. Report of Director of Schools.

Director of Schools Dr. Scott Langford reported on the updates for the athletic facilities. Report and pictures attached. He also noted bids will be opened Thursday for the football field and track at Station Camp High School, track at Gallatin High School and tennis courts for Merrol Hyde Magnet School.

9. Old Business.

10. New Business.

a. Sumner County Board of Education Amendments (for information only).

1. Budget Amendment 10
2. Budget Amendment 41
3. Budget Amendment 54
4. Budget Amendment 71
5. Budget Amendment 121
6. Budget Amendment 125
7. Budget Amendment 171

No action needed.

b. Sumner County Board of Education Budget Amendments (for approval).

1. Budget Amendment 2
2. Budget Amendment 3
3. Budget Amendment 4
4. Budget Amendment 5

A summary of each amendment provided by Dr. Langford is attached.

Comm. Sullivan moved, seconded by Comm. Burgdorf, to group and approve items 10b1 through 10b4. The motion carried unanimously.

c. Nonprofit Booster Club Debts.

The current list of debts for all booster clubs is attached.

Without objection, Chairman Becker suspended the rules to allow Dr. Langford to speak to the matter.

Dr. Langford spoke about the improvements the debt incurred was used for. Commission Chairman Hyde spoke to the possible need for a capital projects standing committee.

Chairman Becker brought the meeting back in session.

Comm. Schmit moved, seconded by Comm. Wright, to send to the Budget Committee. The motion carried unanimously.

11. Adjournment.

The Committee adjourned at 6:43 p.m. upon motion of Comm. Burgdorf and seconded by Comm. Schmit.

Prepared by Jennifer Mitchell

Beech High School



As of February 3, 2025

- New field lights installed
- Drainage infrastructure being installed
- Sewer being installed
- Concessions/Restrooms footers being installed
- Bulk grading in the practice field area 65% complete
- Stadium steel manufactured waiting for delivery request

Hendersonville High School



As of February 3, 2025

- Blasting on home side 45% complete
- Visitor side footers excavated
- NES scheduled to remove overhead lines this week
- Underground fiber being relocated by provider
- Stadium steel being manufactured (Visitor side complete)

Portland East Middle School



As of February 3, 2025

- Stadium lights installed
- Concrete walks completed
- New stands 95% complete
- Press box scheduled for delivery this week
- Stadium wrap being manufactured
- Signage being designed

February Board of Education Budget Amendments

Budget Amendment 2 141-ISM

These changes are regarding the Innovative School Model Grant. We are reallocating additional revenue after purchase orders closed out following the start of the new fiscal year. The amounts were lower than projected. This amendment will align revenues and expenditures with ISM reporting to the state on ePlan.

Budget Amendment 3 141 Pupil Services

This amendment allocates revenue received via 7MEDI to pay for Special Education services.

Budget Amendment 4 141 Pupil Services

This amendment allocates revenue received via 7MEDI to pay for Special Education services.

Budget Amendment 5 141 Voluntary Pre-K

This amendment appropriates new revenue received from the state for Voluntary Pre-K classrooms.

Sumner County Schools

Current Debts Incurred by School Support Organizations

Beech High School (\$464,701.53)

BHS Baseball \$171,919.74

BHS Football \$292,781.79

Hendersonville High School (\$164,601)

HHS Baseball \$26,000

HHS Football \$60,000

HHS Soccer \$69,851

HHS Softball \$8,750

Station Camp High School (\$213,829)

SCHS Baseball \$122,829

SCHS Football \$76,000

SCHS Soccer \$15,000

Westmoreland High School (\$323,000)

WHS Baseball \$49,000

WHS Football \$274,000

**MINUTES
GENERAL OPERATIONS COMMITTEE
JEREMY MANSFIELD, CHAIRMAN
FEBRUARY 3, 2025**

Present:

Jeremy Mansfield, Chairman
David Klein, Vice-Chairman
Dr. Mary Genung
Deborah Holmes
Tim Jones
Chrissi Miller
Terry Moss

Also Present:

John Isbell, County Mayor
Eric Sitler, Law Director
Dustin Owens, Grant Accountant
Scott Shamrock, Projects and Grant Specialist
Merrol Hyde, Commission Chairman
Jennifer Mitchell, minute taker

Chairman Mansfield brought the regular scheduled meeting of the General Operations Committee to order with an invocation by Comm. Genung on Monday, February 3, 2025, at 6:48 p.m. in the Sumner County Administration Building. Chairman Mansfield declared a quorum present to conduct business.

3. Approval of Agenda.

Comm. Klein moved, seconded by Comm. Miller, to approve the agenda. The motion carried unanimously.

4. Approval of the Minutes of January 6, 2025.

Upon motion of Comm. Miller, seconded by Comm. Klein, the Committee voted unanimously to approve the minutes of January 6, 2025.

5. Recognition of the Public.

Jim Latimer of 1578 Latimer Lane, Hendersonville spoke to the historical ties of the Brown House and asked for preservation of the house.

Tommy Latimer of 264 Hester Road, Portland spoke about the history of the Brown House.

Cindy McClard of 102 Tioga Trail, Hendersonville expressed her frustration with the delays in the County receiving the \$500,000.00 to be used to preserve the Brown House. She also thanked the committee members for their work.

Mike McClard of 102 Tioga Trail, Hendersonville expressed his frustrations with the delays with the change of trustees on the Vanguard account so the transfer can move forward.

Kevin Baigert of 424 AB Wade Road, Portland commended the committee on their work. He also expressed his support for the Opioid Abatement Committee. He stated the delay of the preservation of the Brown House has gone on too long. Mr. Baigert also spoke against the improvements to SR 386.

6. Report of Chairman.

No report.

7. Report of Finance Director.

- a. Updates on building construction, etc. per policy
- b. Capital Projects and ARPA Projects Update
- c. Storm Drain in Franklin Street – Update in Bid Documents

Scott Shamrock, Projects and Grants Specialist reported on current projects. Handout with updates is attached.

8. Report of County Mayor.

County Mayor John Isbell reported he spent an hour on the phone with Vanguard to no avail and the last comment from them was he would receive an email but hasn't received it to date. He stated he would call again on Tuesday, February 4, 2025, at 9:00 a.m. and extended an offer for anyone who would like to sit in on the call.

Floors are labeled in the parking garage.

The water leak was fixed at the old courthouse and the bill was adjusted.

Security cameras in the parking garage are complete and finishing up billing for the project.

Millersville EMS station should fall below \$250,000.00.

9. Old Business.

- a. Latimer (Brown) House Historic Restoration.
 - Status of transfer of \$500,000 from Vanguard Account to the County from Trustees

Comm. Miller moved, seconded by Comm. Jones, to discuss. The motion carried unanimously.

Mr. Isbell explained they are trying to change the signatures on the trust from the previous administration to the current administration and once that is completed the request to transfer the funds will occur. Comm. Genung questioned how the schools had transferred money out of the trust. Chairman Mansfield clarified the last transfer was done before Dr. Del Phillips left.

Mr. Isbell explained it appears there are multiple accounts with a little over \$500,000.00 that will be liquidated and transferred to the county.

Comm. Klein summarized his written report on the on-site visit to the Brown House, the document dated January 27, 2025, is attached. There was discussion on what needs to happen to determine a plan for the preservation of the Brown House. Comm. Klein's report includes a quote for an exploratory inspection of the house. Mr. Owens explained it would require three bids.

Comm. Klein moved, seconded by Comm. Moss, for Mr. Shamrock to find two other contractors to provide a bid. The motion carried unanimously.

Item to remain on old business.

- b. Markings and signage for the new parking garage.

Item to be removed from the agenda.

- c. Discussion: Demolition of Old House on Children are People Building Property.

Chairman Mansfield read an email from Megan Griffith with Sumner Prevention Coalition and explained an offer is to be received in March.

Item to be removed from the agenda.

- d. Discussion: Vacated Gallatin Square Old Courthouse, 100 Public Square – Plans.

Comm. Klein summarized the findings after an on-site visit to the old courthouse. His report dated January 31, 2025, is attached.

Comm. Klein moved, seconded by Comm. Genung, to discuss. The motion carried unanimously.

After discussion, Comm. Klein moved, seconded by Comm. Miller, to direct Mr. Shamrock to inventory and start the surplus process for all the removable furniture and fixtures.

After further discussion, Comm. Klein moved, seconded by Comm. Jones, for the Law Director to perform a title search on the deed for the old courthouse. The motion carried unanimously.

The Committee voted unanimously to approve Comm. Klein's motion for Mr. Shamrock to take inventory and begin the surplus process for all removable items at the old courthouse. County Mayor John Isbell stated inventory has already been taken and listed on the website.

Comm. Jones moved, seconded by Comm. Klein, for Comm. Klein to reach out to the Gallatin Historical Society to ask for any information on the time capsule. The motion carried unanimously.

Item to remain on old business.

- e. Discussion: Vacated Gallatin Square Old Courthouse, 100 Public Square – Water Leak

Comm. Miller moved, seconded by Comm. Jones, to discuss. The motion carried unanimously.

Finance Department to report back.

Item to remain on old business.

- f. Discussion: Routine Maintenance, Support Services, Billing, and Invoices for Hendersonville Library pursuant to Resolution 1504-02.

Chairman Mansfield moved, seconded by Comm. Jones, to ask the Finance Department to investigate major capital projects costs and invoice City of Hendersonville for fifty percent less payment received. The motion carried unanimously.

Item to remain on old business.

- g. Discussion: Parking Garage Security Cameras.

Item to be removed from the agenda.

- h. Discussion: Millerville EMS Station Reconfiguration Status.

Comm. Miller moved, seconded by Comm. Jones, to discuss. The motion carried unanimously.

After discussion, Comm. Klein asked for a copy of the contract.

Item to remain on old business.

10. New Business.

- a. Discussion: Opioid Abatement Committee (OAC) request for a joint meeting with General Operations Committee on March 13, 2025 @ 5:30 p.m.

Comm. Miller moved, seconded by Comm. Jones, to approve. The motion carried unanimously.

- b. Discussion: Gallatin Library Parking.

Comm. Klein moved, seconded by Comm. Genung, to discuss. The motion carried unanimously.

Comm. Klein proposed installing a fence between the Gallatin Library and the new courthouse to deter the use of library parking spaces when going to the courthouse. Drawing attached.

After discussion, Comm. Klein moved, seconded by Comm. Jones, to approve up to \$3,000.00 for fence and forward to the Budget Committee. The Committee voted (4-3-0) to approve. Comm. Genung, Holmes and Miller voted against.

- c. SR 386 Improvements Update.

Chairman Mansfield explained it is for information only.

Item to be removed from the agenda.

- d. Discussion: New Courthouse Courtroom Buildout.

Comm. Miller moved, seconded by Comm. Genung, to discuss. The motion carried unanimously.

Mr. Shamrock explained Wendall Brown with ESA is reviewing the questions and changes and will decide if they are interested in the project.

Comm. Miller moved, seconded by Comm. Jones, to suspend the rules to allow Judge Dee Gay to speak to the matter. The motion carried unanimously.

Judge Dee Gay spoke in support of the buildout of the new courtroom and the need of the new criminal court judge. He also commended Mr. Shamrock on the job he is doing and keeping everyone informed.

Chairman Mansfield brought the meeting back in session.

Item to be removed from the agenda.

e. Discussion: Bledsoe Fort Historical Park Sign.

Comm. Miller moved, seconded by Comm. Klein, to discuss. The motion carried unanimously.

Mr. Isbell explained it is a sign that needs to be replaced with an estimated cost of \$22,200.00 and stated the tribal funds grant can be used.

Comm. Moss moved, seconded by Comm. Holmes, to approve the use of the tribal fund grant for the sign and forward to the Budget Committee. The motion carried unanimously.

f. Disposal of Surplus County Property.

Comm. Klein moved, seconded by Comm. Genung, to approve. The motion carried unanimously.

10. Adjournment. Upon motion of Comm. Miller and seconded by Comm. Klein, the Committee adjourned at 9:15 p.m.

Prepared by Jennifer Mitchell

Sign-In Sheet

Name

SM LATIMER

Tommy batimer

Cindy Mcclard

MIKE McCLARD

Brian Batimers

Address

1578 WATSON LN

264 Hester Rd Portland

102 Tigga Trl

102 Trowo Trl

424 AD WADOC RD

Agenda Item to be Discussed

BROWN HOUSE

Brown House

Hille W

Brown House

Brown House + SR386 INTERACT



SUMNER COUNTY GOVERNMENT
FINANCE DEPARTMENT
355 North Belvedere Drive ~ Room 302
Gallatin, Tennessee 37066
615.451.6033

Archive Roof Repairs

- Contract executed 1/29/2025
- Work to begin 2/3/2025, Completion date 2/28/2025

Westmoreland EMS

- Awaiting Permits
- Notice to Proceed executed
- Perk Issue

Oak Grove VFD

- Awaiting Permits
- Notice to Proceed executed
- Water tap going through the special requirements as there are no new taps allowed.
- Water Pressure Issues, They are weighing options on powering the pump a the road.

Brown House

- Commissioner Klein, S. Shamrock, Contractor did the initial walk of the property and house. There is no easement or road access (you must walk from the road or school). Need to gain access to the front (old cabin side) crawl space by either cutting the floor or removing the HVAC. Once done, a better assessment could be made of the structure.
- Returning the TDEC Grant Money

Parking Garage

- The mayor is having the maintenance crew paint the levels on each floor.

Franklin St. Storm Water

- Advertising began 1/30/2025
- Bid opening 2/13/2025 @ 1pm
- Requested the scores for each bid within 30 days.

Courtroom Buildout

- Contract language sent over to ESA (Wendell Brown), his team is currently reviewing the questions and changes requested. Awaiting a response to gauge their interest in doing the courtroom. If no interest will work on putting this to bid.

Water Grant/SWIG (Oak Hill Water Line, Mason's Waterline, and Oak Hill Elevated Water Tank, Westmoreland Projects)

- The Portland projects are under construction. The Westmoreland Project was bid in December, and the documents were submitted to Finance on 1/24/25 for review. Subrecipient agreements were signed before 12.31
- Portland Waterlines for Oak Hill are under construction and are awaiting the tank to be finished.
- Question on Westmoreland Waterline Bidding meeting ARPA Standard. Have a meeting with Consultant on Wednesday.

Hendersonville Health Department Remodel

- The project is under construction

TNECD Broadband Ready Communities Grant

- Drafting RFP

Hollows Drainage Improvement Project

- Coordination of utility conflicts. Contractor plans to relocate all utility conflicts prior to placement of pipe and drainage structures.

Millersville EMS Trailer Rental

- FY24: \$7,160.00
- FY25: \$19,425.00
- Total To Date: \$26,585.00

Old Court House Utilities(AT&T, Elec, Natural Gas, Water/Sewer)

- FY23: \$63,574.52
- FY24: \$66,294.81
- FY25: \$37,783.98




1

A slide with a blue background on the left and a photograph on the right. The blue section contains the title "Location" and a bulleted list of five items. The photograph shows a grassy hillside with trees in the background and a concrete path in the foreground. A green rectangular tab is visible in the top right corner of the slide frame.

Location

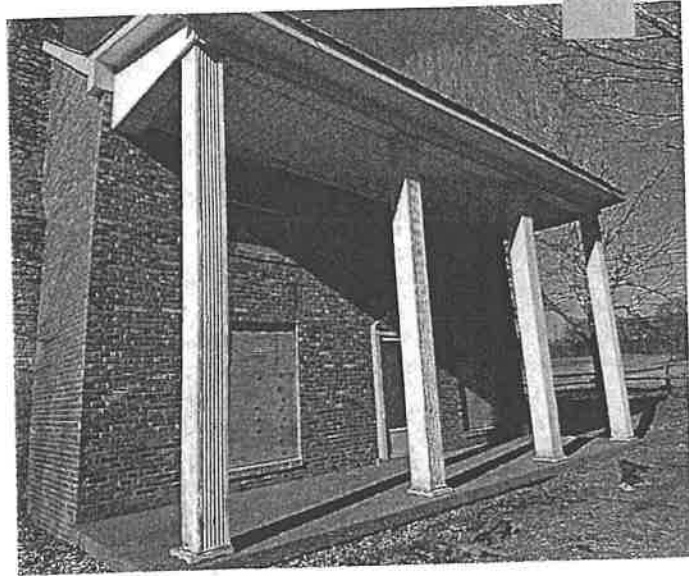
- ▶ Lack of Ingress/Egress
- ▶ Potential issues with Emergency Personnel accessing the site
- ▶ Lack of parking for visitors
- ▶ Debris can be found on the property
- ▶ Potential security issues



2

Front of House

- ▶ Roof slopes
- ▶ One broken window
- ▶ Upstairs windows not secured
- ▶ Columns appear to be worn
 - ▶ If columns are kept
- ▶ No path to the front door or railing



3

Interior Front of House

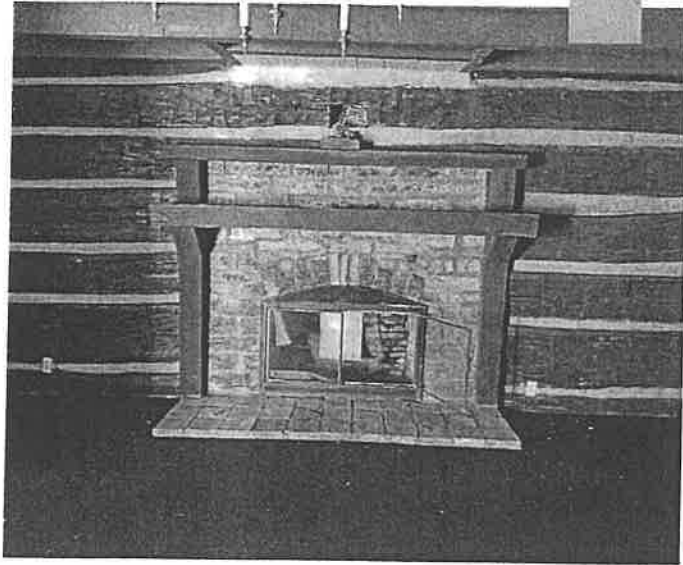
- ▶ Unsure if potential repair was done properly.
- ▶ Unsure if electrical is ran through the wall or the brick façade.
- ▶ Unsure what utilities are still connected to the site



4

Fireplace Area

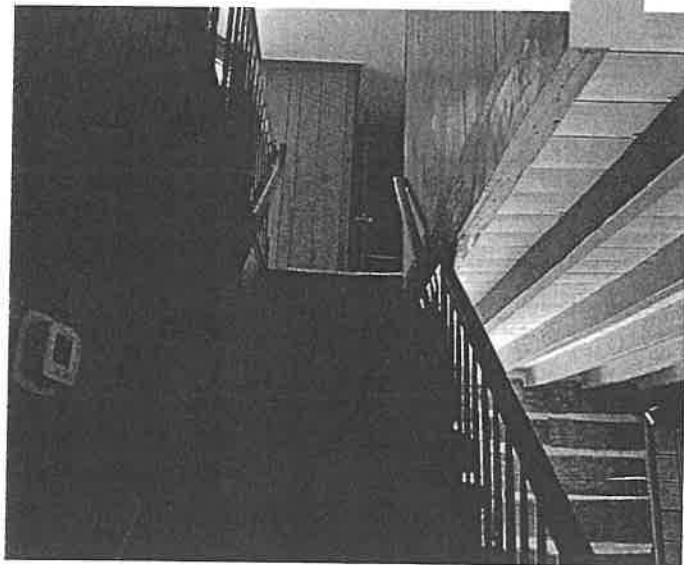
- ▶ Potential mold on ceiling due to temperature not being controlled
- ▶ Repair needs to be done at the top of the fireplace where insulation is exposed
- ▶ Potential access maybe needed for crawl space, as unsure what structure is like underneath (Assesment is needed).



5

Stairwell

- ▶ The stairwell may not be original to the house.



6

Bedroom Area

- ▶ This part of original house.
- ▶ Not sure if the walls are original as wood paneling is concealing the area.
- ▶ Carpet needs to be removed



7

Bedroom Area #2

- ▶ Wood paneling either need to be replaced or needs to be removed.
- ▶ Wood beams were exposed before arrival of General Operations
- ▶ Unsure of the status of the floor



8



Courthouse Breakdown

	Expenditures	Encumbrances	Budget balances	
Court House 3150	\$75,912,350.00	\$72,659.00	\$0.00	Bond 5715
Furniture/Eq. 3150	\$1,979,891.00	\$6,883.00	\$0.00	
Other Contr. Services 3150	\$399,938.00	\$112,286.00	\$0.00	
Other Contr. Services 3160	\$269,709.00	\$38,859.00	\$0.00	
Garage -Land 3160	\$691,260.00	\$0.00	\$0.00	
Garage - Construction 3160	\$8,690,551.00	\$0.00	\$0.00	
Garage -Design 3160	\$475,500.00	\$5,750.00	\$0.00	
Garage - Appraisal 3160	\$4,500.00	\$0.00	\$0.00	
Jail Pod 4700	\$5,382,309.56	\$0.00	\$35,818.00	
Bldg Imp-Juv Ct Leased Space 3301	\$493,200.86	\$0.00	\$0.00	
Probation Demo 3350	\$120,999.00	\$0.00	\$0.00	
Garage -Constr 3160	\$967,207.00	\$21,428.58	\$0.00	
Courthouse 3150	\$117,625.13	\$19,582.76	\$2,326,929.00	
Contg. 3150	\$434,595.56		\$38,067.00	
Court-house Land 3150	\$865,000.00	\$0.00	\$0.00	
Consulting/ Designing 3150	\$6,011,393.08	\$28,588.00	\$0.00	
Garage -Constr 3160	\$2,400,000.00	\$0.00	\$0.00	Other 5702
Franklin St.	\$64,543.00	\$335,457.36	\$0.00	
Totals	\$105,216,029.19	\$306,036.34	\$2,400,814.00	

1/27/25

The Honorable Commissioner Jeremy Mansfield
Chairman of the Sumner County General Operations Committee

Mr. Chairman,

Pursuant to my directive issued at our regular January meeting, I met with Scott Shamrock (of the County Finance Department) at 10:00 AM on January 16th at the Brown House. Additionally, we were joined by Mister Kris Coker (the owner of "Century Renovations") who is a well-respected builder in Sumner County and specializes in Historic Restoration.

Shortly after 10:00 we were given access to the building by a school maintenance employee and began our assessment. All three of us took many pictures (which will be made available upon request) and when we had finished looking at everything we could get to we discussed a sequence of events that need to happen for Mr. Coker to give an absolute determination on what he would do and what it would cost. That discussion formulated into the following list:

- 1.) In order to get started with a plan, we need visual access to the original structure. There have been many modern changes made to that building (inside and out) but what Kris is most concerned with is the coverings on the inside of the house. There have been some walls built but almost every interior wall surface is covered with 60's era paneling that can be easily removed and hauled off. Likewise, the carpet and other floor coverings must be removed for the same reason.

We could not find access to the subfloor of what we believe is the original structure. However, removal of the duct transition from the HVAC unit to the foundation would give that access. Once all of this is completed, a proper inspection of the entire house can be conducted. Mr. Coker (on his attached sheet) has indicated that he could perform this work for the very modest amount of \$815.00. He has also given a price of \$1,200.00 to remove and dispose of the HVAC unit. In my opinion he could remove the duct transition and (at this point in time) leave the self-contained unit in the event it becomes useful in the future. However, depending on what he finds underneath the house, he may need to remove the ductwork as well. We can go into greater detail, at a later date.

- 2.) Once he has done his assessment we will want to have a meeting with him to assess our options. For instance, a major section of the original back "log" wall was removed to accommodate a dining room between the back wall and the kitchen. We would have to decide whether we want to remove the (later added) building extension or leave it as it may be an old enough addition to justify keeping as "Historic". There will be many decision like this one that will have to be made.

3.) He has already asked me what the building will be used for, how much access the public will have to it and what kind of "wear and tear" to expect in the future. Answers to these questions will determine code compliance and durability of materials he uses to bring the house back to original.

Once he has answers to these questions he can come up with a plan and an estimate for us. We could have others do the initial removal, but at the price he has given us it makes all the sense in the world for the specialist to do that surgery. Please see his correspondence below.

One additional item of note... in walking from the Liberty Creek Grade School parking lot to the Brown House, the field between is densely covered with very small (6" or less) plants that are connected to little stakes. My assumption is that they are trees and that once mature, this would be an incredibly dense forest. I'm sure there are hundreds that have been planted. I think the committee (and ultimately the commission) would want to know who planted them, why they were planted and who paid for the planting.

Your Servant
David Klein
Vice Chair GenOps

Hello David,

Thank you very much for trusting me to work on the old log house. If all goes well, it'll be a fun project. Below you will find a few preliminary things that I would do, if this were my personal project.

1. You have to see what the pre existing conditions of the structure are like before you do anything. In order to do so, getting under the house and examining the logs is crucial.

2. On the inside...remove all paneling and carpet on the first floor. This will expose the logs and the flooring. Once again, exposing the current conditions of the house.

Once this is done, you will get a good feel on what it's going to take to get the ball rolling for the restoration.

Costs associated:

- Remove and haul off the existing Hvac unit and lines under the house.

COST.....\$1,200.00

- Remove paneling/carpet and haul off site.

COST.....\$815.00

- TOTAL COST FOR
PRELIMINARY WORK.....\$2,015.00

Thank you David!
Kris Coker
Century Renovations
615-680-4321

	A	B	C	D	E	F	G	H
1	BROWN PARK ANALYSIS (AS OF 5/20/2024)							
2								
3		FISCAL YEAR		BUDGETED	ENCUMBERED	EXPENDITURES	REMAINING BALANCE	
4		2020	\$ 600,000.00	\$ -	\$ (5,587.50)	\$ 594,412.50		
5		2021	1,094,412.50	-	(75,181.70)	1,019,230.80		
6		2022	1,019,230.80	-	(1,336.11)	1,017,894.69		
7		2023	1,267,894.69	-	(20,977.43)	1,246,917.26		
8		2024	1,238,363.46	-	(97,241.54)	1,141,121.92		
9		2025	20,621.92	-	-	1,120,500.00	the remaining funds were not carried over from FY24 to FY25	
10				\$ (20,621.92)	\$ (200,374.28)			
11								
12								
13	ACCOUNT	DESCRIPTION	EFF DATE	PO/REF2	AMOUNT	CHECK NO	VDR NAME/ITEM DESC	COMMENTS
14	PAID INVOICES							
15	171-5701-91150-560-6860-90-579100-50073	Other Const/Brown Park	06/30/2024	23000178	570.00	1061563	RKB PLLC	P#22-079-01 Will and Martha Br
16	171-5701-91150-560-6860-90-579100-50073	Other Const/Brown Park	06/30/2024	23000178	334.30	1061563	RKB PLLC	P#22-079-01 Will and Martha Br
17	171-5702-91150-560-6860-90-579100-50073	Other Const/Brown Park	06/30/2024	23000178	570.00	1061563	RKB PLLC	P#22-079-01 Will and Martha Br
18	171-5702-91150-560-6860-90-579100-50073	Other Const/Brown Park	06/30/2024	23000178	334.30	1061563	RKB PLLC	P#22-079-01 Will and Martha Br
19	171-5701-91150-560-6860-90-579100-50073	Other Const/Brown Park	06/05/2024	23000178	2,027.95	1060873	RKB PLLC	P#22-079-01 Will and Martha Br
20	171-5701-91150-560-6860-90-579100-50073	Other Const/Brown Park	06/05/2024	23000178	1,225.00	1060873	RKB PLLC	P#22-079-01 Will and Martha Br
21	171-5702-91150-560-6860-90-579100-50073	Other Const/Brown Park	06/05/2024	23000178	2,027.95	1060873	RKB PLLC	P#22-079-01 Will and Martha Br
22	171-5702-91150-560-6860-90-579100-50073	Other Const/Brown Park	06/05/2024	23000178	1,225.00	1060873	RKB PLLC	P#22-079-01 Will and Martha Br
23	101-0000-51800-518-6860-51-536100-	Permits/Brown Park	04/30/2024		1,000.00	PCARD	L26 TDEC Payment	TDEC Permits/Brown Park
24	101-0000-51800-518-6860-51-536100-	Permits/Brown Park	04/15/2024		500.00	1060255	TDEC ENVIRONMENTAL FIELD OFFICE	Williams&MarthaBrownPark/Sumner
25	171-5701-91150-560-6860-90-579100-50073	Other Const/Brown Park	04/03/2024	23000178	2,249.70	1060046	RKB PLLC	P#22-079-01 Will and Martha Br
26	171-5702-91150-560-6860-90-579100-50073	Other Const/Brown Park	04/03/2024	23000178	2,249.70	1060046	RKB PLLC	P#22-079-01 Will and Martha Br
27	171-5702-91150-560-6860-90-579100-50073	Other Const/Brown Park	03/18/2024	23000178	7,462.11	1059672	RKB PLLC	P#22-079-01 Will and Martha Br
28	171-5702-91150-560-6860-90-579100-50073	Other Const/Brown Park	03/18/2024	23000178	11,740.00	1059672	RKB PLLC	P#22-079-01 Will and Martha Br
29	171-5701-91150-560-6860-90-579100-50073	Other Const/Brown Park	03/18/2024	23000178	7,462.10	1059672	RKB PLLC	P#22-079-01 Will and Martha Br
30	171-5701-91150-560-6860-90-579100-50073	Other Const/Brown Park	03/18/2024	23000178	11,740.00	1059672	RKB PLLC	P#22-079-01 Will and Martha Br
31	171-5701-91150-560-6860-90-579100-50073	Other Const/Brown Park	01/02/2024	23000178	3,948.13	1058256	RKB PLLC	P#22-079-01 Will and Martha Br
32	171-5701-91150-560-6860-90-579100-50073	Other Const/Brown Park	01/02/2024	23000178	3,948.12	1058256	RKB PLLC	P#22-079-01 Will and Martha Br
33	171-5701-91150-560-6860-90-579100-50073	Other Const/Brown Park	11/28/2023	23000178	3,872.10	1057725	RKB PLLC	P#22-079-01 Will and Martha Br
34	171-5701-91150-560-6860-90-579100-50073	Other Const/Brown Park	11/28/2023	23000178	9,491.87	1057725	RKB PLLC	P#22-079-01 Will and Martha Br
35	171-5702-91150-560-6860-90-579100-50073	Other Const/Brown Park	11/28/2023	23000178	3,872.10	1057725	RKB PLLC	P#22-079-01 Will and Martha Br
36	171-5702-91150-560-6860-90-579100-50073	Other Const/Brown Park	11/28/2023	23000178	9,491.88	1057725	RKB PLLC	P#22-079-01 Will and Martha Br
37	171-5701-91150-560-6860-90-579100-50073	Other Const/Brown Park	10/10/2023	23000178	2,680.00	1057054	RKB PLLC	P#22-079-01 MemPark-Liberty Cree
38	171-5701-91150-560-6860-90-579100-50073	Other Const/Brown Park	10/10/2023	23000178	2,269.62	1057054	RKB PLLC	P#22-079-01 Will and Martha Br
39	171-5702-91150-560-6860-90-579100-50073	Other Const/Brown Park	10/10/2023	23000178	2,680.00	1057054	RKB PLLC	P#22-079-01 MemPark-Liberty Cree
40	171-5702-91150-560-6860-90-579100-50073	Other Const/Brown Park	10/10/2023	23000178	2,269.61	1057054	RKB PLLC	P#22-079-01 MemPark-Liberty Cree
41	171-5701-91150-560-6860-90-579100-50073	Other Const/Brown Park	06/30/2023	23000178	1,115.91	1055739	RKB PLLC	P22-079-01MemPark-Liberty Cree
42	171-5701-91150-560-6860-90-579100-50073	Other Const/Brown Park	06/30/2023	23000178	2,750.00	1055739	RKB PLLC	P22-079-01MemPark-Liberty Cree
43	171-5702-91150-560-6860-90-579100-50073	Other Const/Brown Park	06/30/2023	23000178	1,115.91	1055739	RKB PLLC	P22-079-01MemPark-Liberty Cree
44	171-5702-91150-560-6860-90-579100-50073	Other Const/Brown Park	06/30/2023	23000178	2,750.00	1055739	RKB PLLC	P22-079-01MemPark-Liberty Cree
45	171-5701-91150-518-6870-90-533200-	Legal Notice/Rec-Brown Park	06/05/2023		77.00	1054812	SUMNER CO REG OF DEEDS	fling fee for Brown Memorial
46	171-5702-91150-560-6860-90-579100-50073	Other Const/Brown Park	05/24/2023	23000178	1,082.50	1054708	RKB PLLC	P22-079-01MemPark-Liberty Cree
47	171-5702-91150-560-6860-90-579100-50073	Other Const/Brown Park	05/24/2023	23000178	830.36	1054708	RKB PLLC	P22-079-01MemPark-Liberty Cree

	A	B	C	D	E	F	G	H
48	171-5701-91150-560-6860-90-579100-50073	Other Const/Brown Park	05/24/2023	23000178	1,082.50	1054708	RKB PLLC	P22-079-01MemPark-Liberty Cree
49	171-5701-91150-560-6860-90-579100-50073	Other Const/Brown Park	05/24/2023	23000178	830.35	1054708	RKB PLLC	P22-079-01MemPark-Liberty Cree
50	171-5701-91150-560-6860-90-579100-50073	Other Const/Brown Park	04/03/2023	23000178	351.25	1053916	RKB PLLC	P22-079-01MemPark-Liberty Cree
51	171-5702-91150-560-6860-90-579100-50073	Other Construction	04/03/2023	23000178	351.25	1053916	RKB PLLC	P22-079-01MemPark-Liberty Cree
52	171-5701-91150-560-6860-90-579100-50073	Other Const/Brown Park	01/24/2023	23000178	2,082.70	1052783	RKB PLLC	P22-079-01MemPark-Liberty Cree
53	171-5701-91150-560-6860-90-579100-50073	Other Const/Brown Park	01/24/2023	23000178	1,137.50	1052783	RKB PLLC	P22-079-01MemPark-Liberty Cree
54	171-5702-91150-560-6860-90-579100-50073	Other Construction	01/24/2023	23000178	2,082.70	1052783	RKB PLLC	P22-079-01MemPark-Liberty Cree
55	171-5702-91150-560-6860-90-579100-50073	Other Construction	01/24/2023	23000178	1,137.50	1052783	RKB PLLC	P22-079-01MemPark-Liberty Cree
56	171-5702-91150-560-6860-90-579100-50073	Other Construction	11/09/2022	23000178	1,050.00	1051566	RKB PLLC	P22-079-01MemPark-Liberty Cree
57	171-5701-91150-560-6860-90-579100-50073	Other Const/Brown Park	11/09/2022	23000178	1,050.00	1051566	RKB PLLC	TDEC grant coordination
58	171-5701-91150-518-6870-90-579100-	Other Const/Lib Creek Park	07/18/2022	20001685	100.00	1049616	TENNESSEE STATE DEPARTMENT	TDEC grant coordination
59	171-5701-91150-518-6870-90-579100-	Other Const/Lib Creek Park	06/09/2022	20001685	1,336.11	1048842	RKB PLLC	grant acknowledgement sign (LP
60	171-5701-91150-518-6870-90-579100-	Other Const/Lib Creek Park	01/31/2021	20001685	88.07	PCARD	GANNETT TENNESSEE	#20-058-01 Summer Co Parks Ma
61	171-5701-91150-518-6870-90-579100-	Other Const/Lib Creek Park	12/31/2020	20001685	181.13	PCARD	GOULD ENTERPRISES INC	IN#H 0003617673 ADVERTISING F
62	171-5701-91150-518-6870-90-579100-	Other Const/Lib Creek Park	12/10/2020	20001685	10,910.00	1040852	RKB PLLC	IN MAIN STREET MEDIA OF - 112
63	171-5701-91150-518-6870-90-579100-	Other Const/Lib Creek Park	12/01/2020	20001685	37,351.08	1040734	RKB PLLC	#130318 PROJ#20-058-01 Summer
64	171-5701-91150-518-6870-90-579100-	Other Const/Lib Creek Park	11/16/2020	20001685	14,506.82	1040500	RKB PLLC	IN#H130198 PROJ#20-058-01 Summ
65	171-5701-91150-518-6870-90-579100-	Other Const/Lib Creek Park	09/28/2020	20001685	6,802.50	1039545	RKB PLLC	#130150 PROJ#20-058-01 Summer
66	171-5701-91150-518-6870-90-579100-	Other Const/Lib Creek Park	09/17/2020	20001685	5,342.10	1039461	RKB PLLC	IN#H129931 Summer County Parks
67	171-5701-91150-518-6870-90-579100-	Other Const/Lib Creek Park	06/30/2020	20001685	5,587.50	1038823	RKB PLLC	IN#H129780 Summer County Parks
68	TOTAL INVOICES				\$ 200,324.28			#129650 PROJECT#20-058-01 Sum
69								
ENCUMBRANCES								
70	171-5701-91150-560-6860-90-579100-50073	Other Const/Brown Park	04/03/2024	23000178	\$ 5,729.02	RKB PLLC		TDEC Grant Engineering Service
71	171-5702-91150-560-6860-90-579100-50073	Other Construction	04/03/2024	23000178	\$ 5,729.01	RKB PLLC		TDEC Grant Engineering Service
72	171-5701-91150-518-6870-90-579100-	Other Const/Lib Creek Park	07/01/2023	20001685	\$ 9,163.89	RKB PLLC		Summer County Parks Plan
73	TOTAL ENCUMBRANCES				\$ 20,621.92			
74	GRAND TOTAL SPENT AND ENCUMBERED				\$ 220,946.20			

1/31/25

The Honorable Commissioner Jeremy Mansfield
Chairman of the Sumner County General Operations Committee

Mr. Chairman,

Pursuant to my directive issued at our regular January meeting, I met with Scott Shamrock (of the County Finance Department) shortly after 11:30 AM on January 23rd at the old courthouse in downtown Gallatin. After about an hour and a half and several attempts by one of the new courthouse custodians, head of maintenance department (Robert Gann) showed up with the key and we entered (with Mr. Gann), who stayed with us for the duration.

The building looked very much as it did when the General Operations Committee toured it several weeks ago. Mr. Shamrock took many pictures. I did not. We did measure the inside of the building which appears to be about 64' x 84' (inside to inside). That is almost 5,400 S.F. per floor, of which there are four including the basement. In establishing square footage, one generally measures outside to outside and uses a half measurement of the stair well per floor. I was just looking for a rough idea, so we didn't take it any further than the length by width measurement.

As we did with the Brown House, we discussed a sequence of events that should happen, in order to make a determination of future use of the building. Our final thoughts are indicated below:

- 1.) Before any work can be accomplished in the building, all furniture and fixtures need to be removed. I suggest starting with taking inventory of everything that is (or can be) detached from floors or walls. When the list is complete, we should employ the "Sumner County Surplus System" and see if many of the benches, chairs, desks, safes and other fixtures can be used by other departments within the county. Once that function has taken place, we might want to bring in an auction company as many of the fixtures are now antiques and/or very specialized equipment. Much of it may be of much higher value than "Govdeals" would bring. The only room (at this point) that should not be touched is the main courtroom which is original and beautiful. Depending on what the building is ultimately used for will determine the future of that room.
- 2.) In order to get started with a plan, we need visual access to the original structure. There have been many modern changes made to the inside of that building that were constructed on an ad-hoc basis. These structures should simply be removed as they add no value now or in the future. All wall and floor surfaces that are not of a permanent nature should be removed and disposed of. All T-bar ceilings (panels and grids) should be removed.

With the building empty and clean, we will most likely want to employ an Architectural Firm to assess the building and make recommendations for best and highest use. We should have

several options to choose from with cost breakdowns and return on investment. Also, since this is an historic building, we should place high value on the aesthetic and identification factor of this eighty-five year old county icon.

At Your Service
David Klein
Vice Chair GenOps

**FIXED
FENCE**

GATE



MINUTES
HEALTH & EMERGENCY SERVICES COMMITTEE
CHAIRMAN, JAMIE TEACHENOR
FEBRUARY 3, 2025

Present:

Dr. Jamie Teachenor, Chairman
Darrell Rogers, Vice-Chairman
Dr. Mary Genung
Ben Harris
Merrol Hyde, Commission Chairman
Tim Jones
Terry Wright

Also Present:

John Isbell, County Mayor
Eric Sitler, Law Director
Eric Craddock, Sheriff
Jennifer Mitchell, minute taker

Chairman Teachenor called the regular meeting of the Health and Emergency Services Committee to order with an invocation by Comm. Jones on Monday, February 3, 2025, at 5:00 p.m. in the Sumner County Administration Building. A quorum was present.

3. Approval of Agenda.

Comm. Rogers moved, seconded by Comm. Wright, to approve the agenda. The motion carried unanimously.

4. Approval of the Minutes of January 6, 2025.

Comm. Genung asked to amend the minutes of January 6, 2025, because she was not late as noted under the present column.

Comm. Rogers moved, seconded by Comm. Harris, to amend the January 6, 2025 minutes. The motion carried unanimously.

Chairman Teachenor moved, seconded by Comm. Wright, to approve the January 6, 2025, minutes as amended. The motion carried unanimously.

5. Recognition of the Public.

Wayne Drown of 112 N. Corinth Road, Portland spoke to the Volunteer Fire Departments and the need for more funding and hope to move the contract along.

Donna Desopo of 101 Chambliss Ct., Hendersonville spoke to animal control. She stated the best practice is for animal control to be a stand-alone department. Handout attached.

Cathy Arlen of 231 Chipaway Drive, Gallatin spoke to animal control, handouts with talking points are attached.

Curtis Williams of 1027 Jackson Heights explained that the volunteer fire departments are asking for the contract to be sent to Legislative Committee for consideration.

6. Report of the Chairman.

No report

7. Report of the County Mayor.

No report

8. Report of the Sheriff.

Sheriff Eric Craddock gave a brief overview of the service report. He reported there are currently 41 inmates on ICE hold, 2 deputy vacancies, 1 clerical and 35 correctional vacancies. Reports are attached.

Sheriff Craddock provided the animal control checklist which is attached. He would like the committee to opine on who they would like to takeover animal control. Sheriff Craddock explained he would submit two budgets at the next budget review, one with keeping animal control and one with turning it over to whomever they opine that should run it.

9. Report of Emergency Management Agency.

Not present.

10. Report of EMS.

Not present.

11. Report of the ECC.

County Mayor Jon Isbell reported 15,143 calls of service for law enforcement, 2,237 calls for fire and 2,388 for EMS.

12. Old Business.

None

13. New Business

a. Executive Session: Moore v. SCSD.

The commissioners entered an executive session at 5:21 pm; the meeting reconvened at 5:36 pm.

b. Discussion: Recreate Animal Control Ad-Hoc.

Comm. Jones moved, seconded by Chairman Teachenor, to discuss. The motion carried unanimously.

After discussion, Comm. Jones moved to create an ad hoc committee, with no less than three members and no more than seven members, for the purpose of exploring separating animal control from the Sheriff's Department but work in conjunction with the Sheriff's Department.

After further discussion, Comm. Harris seconded Comm. Jones motion and then moved to call for the question. The Committee voted (6-1-0) to approve the call for the question. Chairman Teachenor voted against.

The Committee voted (6-1-0) to approve Comm. Jones motion to create an animal control ad hoc as stated above. Comm. Wright voted against.

c. Animal Services MOU with Municipalities.

Comm. Rogers moved, seconded by Comm. Harris, to defer item to old business for next month. The motion carried unanimously.

d. Recognizing ECC Telecommunicators as First Responders.

Comm. Rogers moved, seconded by Comm. Wright, to approve and forward to full Commission. The motion carried unanimously.

e. Discussion: Volunteer Fire Departments.

Comm. Wright moved, seconded by Comm. Harris, to send to the Legislative Committee.

Comm. Jones moved, seconded by Comm. Rogers, to defer to next month with contract. The motion carried unanimously.

- f. Resolution: Requesting State make Traffic Safety Improvements at Latimer Lane and Long Hollow Pike.

Comm. Rogers moved, seconded by Comm. Harris, to approve. The motion carried unanimously.

14. Adjournment. Chairman Teachenor declared the meeting adjourned at 6:05 p.m. upon motion by Comm. Harris and seconded by Comm. Rogers.

Prepared by Jennifer Mitchell

BIG PROBLEMS

This lawsuit shines a light on other problems and the sheriff should focus on best practices at the jail. The jail has extreme responsibilities and in the sheriff's wheel house, while animal control is not.

We have over 16 years of data that show they can't get a handle on AC, thus, animals die and humans are also adversely impacted, understandably so when the jail is a huge undertaking.

This governing body should never have given up their power and authority anyone, regardless, who they cannot fire for unfavorable outcomes or the ability to properly do the job to hire someone else of company to do the job right.

The jail model is not a best practice model for AC with high-risk, high-cost, unreliable use of inmates.

COMMON SENSE SOLUTIONS:

A standalone department with people who are trained and expertise in AC, lead by an AC director/shelter manager and staff.

This governing body set up the sheriff for failure as this county is growing and more workload on the sheriff's department

Other notable counties do not do use inmates or what we do so the sheriff can't get assistance on ask "inmate protocols". Why are we still doing this?

This lawsuit is a huge problem yet it presents a reachable moment to address problems so that our county is not at risk and we achieve best practices in the sheriff department.

Executive session questions regarding the lawsuit

Why were county commissioners not told of this lawsuit when it was filed on September 7, 2023?

Why was there no mention about this lawsuit when county commissioners and citizens were asking to look into AC and all throughout the ad hoc committee overseeing animal control from prior 10/23 to 11/24?

Who knew about the lawsuit and when did they know about it? (Individuals including, Mayor, sheriff, any county commissioners, department heads, employees, etc...)

Who on the HEMS committee knew about the lawsuit and when did they know it? Why was HEMS not informed about it as this committee is responsible for "safety"?

Even with this lawsuit, and knowing inmates are costly and not a best practice, why is the sheriff's department still insisting on continuing this bad practice and contrary known cost-effective best practices?

When was sexual harassment training started for the sheriff's department and animal control? What does sexual harassment training look like? What materials is the Sheriff's department using in sexual harassment training?

Who is responsible for training the employees on sexual harassment or any other programs to avoid another lawsuit? Who has taken sexual harassment training that works in any capacity at animal control? Please provide all names, titles, dates training was taken and proof of satisfactory completion?

Why are only women inmates at animal control?

How many other women have been sexually assaulted or harassed as mentioned in the lawsuit?

How many other lawsuits do we have against animal control and the sheriff's office currently?

How many other complaints of this nature and/or lawsuits have been filed in the last 5 years? Please provide all.

Why do we still have no written protocols for inmates at animal control—protocols on what inmates get chosen and criteria required to work in AC; getting transported from the jail, what task they are to perform while onsite at animal control, oversight and interaction with inmates, transporting inmates back to the jail again, etc?

Why do we still have males transporting female inmates alone to and from animal control?

Why is there no record or log book of who is transporting inmates to AC, the inmates names, where they are getting transported to, the time all of these activities occurs, transporting back to jail?

Why are inmates not consistently observed at all times by a deputy?

When a deputy is not there to oversee the 4 inmates, why is the safety of the 2 women at the front desk not considered?

Why has nothing been done about these deficiencies any to protect the female inmates knowing this lawsuit was filed and part of this complaint?

What specifically has been done since the lawsuit was filed to protect female inmates and prevent more lawsuits?

What changes have been made since the lawsuit to address every issue?

I would like to thank Sheriff Craddock for meeting with me earlier this month. I believe this was a constructive meeting and hopefully we can continue this dialogue.

I have some things that I want to call out as productive and welcome from SCAC:

- Posting of the fact that the shelter was full. This is the kind of outreach that makes a positive impact. So many shelters and lost and found sites shared and encouraged adopters to go to SCAC to find a pet. IT MUST BE ONGOING!
- The WKRN news story featuring adoptable pups
- Litter of puppies were sent to True Rescue (as noted on their FB page).
- Sheriff Craddock's response to a situation in Cottontown. A citizen made a post on Next Door regarding dogs that were in a dangerous situation. I did not personally interact with the person who reported the neglected dogs - but several people contacted me about it. I emailed Sheriff Craddock, the situation was addressed and the next day I saw a post on Next Door that stated that an officer came out and was able to assist in getting the dogs out of the weather conditions. Thank you Officer Spray. (Next Door comments below)

Initial comment on Next Door:

We live in Cottontown at the end of Little Bethel road . I have never posted anything but today I had a neighbor call me and tell me that the neighbors at the foot of our driveway had to bury 2 of their dogs and another would probably pass. There are 10-11 dogs on chains 24/7. We have report this to Animal control many times. Today I called again and they said they would be out to check, they did ,got out of the vehicle walked over to 2 dogs and said "Y'all Good". This is unsatisfactory for someone paying over 47 years of taxes. Where DOES our money go?

Final Comment on Next Door (post name redacted):

I posted about the dogs on Little Bethel. My husband went to take our trash to the road and Sumner County office was there. They a had a good conversation. The dogs were surrendered with exception to 2 that live in doors. The Sumner county officer went out of his way to help with this situation. They are now in the care of the county getting their shots and baths. thank you for your concern and when I find out the name of the officer I will gladly share because he deserves a big thank you!. (Officer Spray)

I do hope that the initial interaction with this situation is not the norm.

With regard to the intake link on Facebook.

About a week ago I noted 4 neonatal kittens posted. These kittens could not possibly be "lost" or missed by their owners. Without a mama cat or intensive bottle feeding these kittens could not survive. They are not adoptable at that age. What was the outcome with these kittens? (The pictures have since been taken off the

page) - I hope they were able to connect with a rescue or experienced bottle feeder to save their lives.

My suggestion would be to put dates and the circumstances of the intake as well as how people can help. In this case - a request for bottle feeders or fosters posted to the main FB page would be appropriate. Kitten season is coming. A plan needs to be in place.

This all said - I will continue to advocate for professional management of the shelter and county funding for that venture - including funding for a expanded and remodeled building.

I will note the following issues with the current law enforcement administration/operational model:

- Mismatch of funding to services provided (the current model is over paying for salaries and benefits)
- Risk to taxpayers from the use of trustees (note the \$1M lawsuit by a trustee against a Deputy)
- Inability to access private funding
- Bureaucratic red tape impeding programs like S/N vouchers
- Adoption hours that do not meet community needs
- Services that do not align with a growing and diverse community. (Spanish language, work in low income communities, elderly outreach)

- No Pet Food Pantry. (Sorely needed in low income and elderly households).
- No Humane Education - (Need a structured, implemented program for age appropriate animal care advocacy and spay / neuter within the community)
- No Low Cost Vaccines/Microchip Clinics (see programs at other shelters including McKamey Animal Center in Chattanooga - <https://mckameyanimalcenter.org/vaccine-microchip-clinics/>)
- No Robust website (not a FB page) - This effort would be easy for a nonprofit - but nearly impossible for a government entity. (Example - <https://www.adoptwcac.org/272/Community-Support>)
- Community Cats program - again - best done by a non-profit. Kitten season is coming!

It is the responsibility of this body to bring Animal Care Services up to 2025 operational standards. This issue will only grow with the county itself. Please consider bringing professional, accredited animal care management into Sumner County to SUPPLEMENT Animal Control services provided by the sheriffs department.

Sign-In Sheet

Name	Address	Agenda Item to be Discussed
Wayne Brown	1120 N. Corinth Rd Portland	VFD
Roma DeSza	101 Chubbuck Ct - Andrusville	Animal Control
DATHY MURLEN	231 CHIPAWAY DR	ANIMAL CONTROL
Curtis Williams		VFD

January 2025

Total Deposits: \$42,303.39

Calls for Service: 5,340 (Report is attached)

Sumner County Sheriff's Office – Arrests: Report is attached

Jail - Average Daily Population: 777

➤ this number includes 41 Inmates being held with an ICE Hold

Warrants--Civil & Criminal:

- Criminal Warrants received from January 1st, 2025 through January 31st, 2025.....1,150
- Criminal Warrants served from January 1st, 2025 through January 31st, 2025.....1,225

- Civil Warrants received from January 1st, 2025 through January 31st, 2025.....668
- Civil Warrants served from January 1st, 2025 through January 31st, 2025.....732

Vacancies:

- Deputy: 15 vacancies
 - **Included are 13 positions with conditional offers**
- Part-Time Positions: 4 vacancies
- Part-Time A/C: 1 vacancy
 - **position filled as of 02/03/2025)**
- Clerical: 1 vacancy
- Correctional Officer: 35 vacancies
 - **Included are 13 positions with conditional offers**

Calls for Service - January 2025

Problem Type	Priority						Total
	N/A	1	2	3	4	99	
Unknown	375	0	0	0	0	0	375
911 HANG UP	0	0	0	48	0	0	48
911 MISDIAL	0	0	81	0	0	0	81
911 MISDIRECT	0	0	0	10	0	0	10
911 OPEN LINE	0	0	42	0	0	0	42
ABANDONED VEHICLE	0	0	0	4	0	0	4
ABUSE INVESTIGATION	0	0	0	0	0	0	0
ACCIDENT INJURY	0	37	0	0	0	0	37
ACCIDENT INJURY HIT/RUN	0	0	0	0	0	0	0
ACCIDENT PROPERTY	0	0	81	0	0	0	81
ACCIDENT PROPERTY HIT/RUN	0	0	4	0	0	0	4
ACCIDENT SERIOUS INCIDENT	0	3	0	0	0	0	3
ACTIVE SHOOTER	0	0	0	0	0	0	0
ADMINISTRATIVE INVESTIGATION	0	0	0	0	0	0	0
AIRCRAFT EMERGENCY	0	0	0	0	0	0	0
ALARM	0	0	37	0	0	0	37
ALARM COMMERCIAL HOLD UP	0	0	0	0	0	0	0
ALARM RESIDENTIAL PANIC	0	5	0	0	0	0	5
ALARM SCHOOL LOCKDOWN	0	0	0	0	0	0	0
ALARM TEST	0	0	0	1	0	0	1
ANIMAL CALL	0	0	127	0	0	0	127
APARTMENT CHECK	0	0	0	0	2	0	2
ARMED SUBJECT	0	0	0	0	0	0	0
ARSON	0	0	0	0	0	0	0
ASSAULT	0	13	0	0	0	0	13
ASSIST CITIZEN	0	0	72	0	0	0	72
ASSIST EMS	0	52	0	0	0	0	52
ASSIST FIRE	0	20	0	0	0	0	20
ASSIST OTHER AGENCY	0	0	112	0	0	0	112
ATTEMPT TO LOCATE	0	0	164	0	0	0	164
BARRICADED SUBJECT	0	0	0	0	0	0	0
BLUE TEAM REPORT	0	0	0	0	0	0	0
BOLO	0	0	0	16	0	0	16
BOMB THREAT	0	0	0	0	0	0	0
BURGLARY	0	0	0	0	0	0	0
BUSINESS CHECK	0	0	0	0	744	0	744
CAR SEAT CHECK	0	0	1	0	0	0	1
CHECKPOINT	0	0	0	0	0	0	0
CITY CALL OUT	0	0	3	0	0	0	3
CIVIL MATTER	0	0	0	14	0	0	14

CODE 99 - OFFICER NEEDS ASSIST	0	0	0	0	0	0	0
CODES	0	0	0	0	0	0	0
DAMAGE TO PROPERTY	0	0	16	0	0	0	16
DEATH INVESTIGATION	0	0	5	0	0	0	5
DELIVER MESSAGE	0	0	7	0	0	0	7
DISORDERLY CONDUCT	0	0	3	0	0	0	3
DISTURBANCE	0	17	0	0	0	0	17
DOMESTIC	0	28	0	0	0	0	28
DRILL	0	0	0	1	0	0	1
DRIVING UNDER THE INFLUENCE	0	0	17	0	0	0	17
DRUG INVESTIGATION	0	0	47	0	0	0	47
ESCORT	0	0	0	17	0	0	17
EVADING	0	0	0	0	5	0	5
EXPARTE SERVICE	0	0	0	0	42	0	42
EXTRA PATROL	0	0	0	0	84	0	84
FIELD INTERVIEW	0	0	0	0	0	0	0
FIGHT	0	1	0	0	0	0	1
FIREARM DENIAL	0	0	0	0	0	0	0
FIREWORKS	0	0	0	2	0	0	2
FOLLOW UP	0	0	37	0	0	0	37
FORGERY	0	0	1	0	0	0	1
FRAUD	0	0	11	0	0	0	11
HANGING	0	0	0	0	0	0	0
HARASSMENT	0	0	10	0	0	0	10
HOSTAGE SITUATION	0	0	0	0	0	0	0
HOTEL CHECK	0	0	0	0	0	0	0
ILLEGAL DUMPING	0	0	1	0	0	0	1
INDECENT EXPOSURE	0	0	0	0	0	0	0
INMATE ESCAPE	0	0	0	0	0	0	0
INMATE TRANSPORT	1	0	0	68	0	0	69
INVESTIGATION	0	0	36	0	0	0	36
JUVENILE	0	0	11	0	0	0	11
JUVENILE TRANSPORT	0	0	0	12	0	0	12
KIDNAPPING	0	0	0	0	0	0	0
KNOCK AND TALK	0	0	0	0	1	0	1
LAKE CHECK	0	0	0	0	2	0	2
LOCKOUT	0	0	0	4	0	0	4
LOCKOUT URGENT	0	0	0	0	0	0	0
LOST/FOUND PROPERTY	0	0	5	0	0	0	5
LPR HIT	0	0	0	11	0	0	11
MENTAL TRANSPORT	0	0	49	0	0	0	49
MISCELLANEOUS/MATTER OF RECORD	0	0	27	0	0	0	27
MISSING ADULT	0	0	3	0	0	0	3
MISSING JUVENILE	0	2	0	0	0	0	2
NOISE COMPLAINT/DISTURBANCE	0	0	4	0	0	0	4

OPEN DOOR	0	0	0	0	0	0	0
OVERDOSE	0	2	0	0	0	0	2
PARK CHECK	0	0	0	0	2	0	2
PARKING COMPLAINT	0	0	3	0	0	0	3
PHONE MESSAGE	0	0	0	0	0	0	0
PRIVATE PROPERTY TOW	0	0	0	1	0	0	1
PROSTITUTION	0	0	0	0	0	0	0
PROWLER	0	0	0	0	0	0	0
PUBLIC INTOXICATION	0	0	1	0	0	0	1
RADIO COMMUNICATION	0	0	0	0	0	0	0
RECKLESS DRIVER	0	0	58	0	0	0	58
REFERRAL	0	0	0	15	0	0	15
REPOSSESSION	0	0	0	13	0	0	13
RIOT	0	0	0	0	0	0	0
ROBBERY	0	0	0	0	0	0	0
RUNAWAY	0	0	1	0	0	0	1
SCAM	0	0	0	14	0	0	14
SCHOOL CHECK	0	0	0	0	39	0	39
SCHOOL ZONE	0	0	0	0	0	0	0
SEX OFFENDER REG/VIOLATION	0	0	0	0	0	0	0
SEXUAL ASSAULT	0	0	0	0	0	0	0
SHOOTING	0	3	0	0	0	0	3
SHOPLIFTING	0	0	0	0	0	0	0
SHOTS FIRED OR HEARD	0	0	12	0	0	0	12
SOLICITOR	0	0	0	0	0	0	0
SPECIAL ASSIGNMENT	0	0	0	0	17	0	17
SPECIAL ASSIGNMENT COMMUNITY	0	0	0	0	5	0	5
STABBING	0	0	0	0	0	0	0
STALKING	0	0	0	0	0	0	0
STOLEN VEHICLE	0	0	3	0	0	0	3
SUBDIVISION CHECK	0	0	0	0	15	0	15
SUBJECT CHECK	0	0	0	17	0	0	17
SUICIDAL SUBJECT	0	21	0	0	0	0	21
SUSPICIOUS INCIDENT	0	0	53	0	0	0	53
SUSPICIOUS PERSON	0	0	8	0	0	0	8
SUSPICIOUS VEHICLE	0	0	9	0	0	0	9
TALK TO OFFICER	0	0	250	0	0	0	250
TEST CALL	0	0	0	4	0	0	4
TEST CALL ALL AGENCIES	0	0	0	0	0	0	0
THEFT	0	0	7	0	0	0	7
THREATS	0	0	20	0	0	0	20
TRAFFIC COMPLAINT	0	0	0	7	0	0	7
TRAFFIC ENFORCEMENT	0	0	26	0	0	0	26
TRAFFIC HAZARD	0	0	29	0	0	0	29
TRAFFIC STOP	0	0	0	0	1091	0	1091

TRAIN DERAILMENT	0	0	0	0	0	0	0
TRESPASS	0	0	9	0	0	0	9
TROUBLE AT HEADQUARTERS	0	0	0	0	0	0	0
UNAUTHORIZED USE OF VEHICLE	0	0	0	0	0	0	0
UNKNOWN SITUATION	0	0	4	0	0	0	4
VANDALISM	0	0	0	4	0	0	4
VEHICLE BURGLARY	0	0	0	0	0	0	0
VEHICLE CHECK	0	0	16	0	0	0	16
VIOLATION CORRECTION VERIFY	0	0	0	0	0	0	0
VIOLATION ORDER OF PROTECTION	0	0	2	0	0	0	2
WARRANT CIVIL	0	0	642	0	0	0	642
WARRANT CRIMINAL	0	0	217	0	0	0	217
WEATHER RELATED ISSUES	0	0	1	0	0	0	1
WELFARE CHECK	0	0	43	0	0	0	43
ZZZGAS DRIVE OFF	0	0	0	0	0	0	0
Total	376	204	2428	283	2049	0	5340

Sumner County Sheriff's Office

117 West Smith Street
Gallatin TN 37066
615-452-2616

Jurisdiction : TN0830000

Monthly Summary Report
For January 2025

Crime Type	January Offenses	January Counts	2025 Offenses	2025 Counts
09A 09A MURDER & NON-NEGLIGENT MANSLAUGHTER	1	1	1	1
13B 13B SIMPLE ASSAULT	4	5	4	5
13C 13C INTIMIDATION	1	1	1	1
23H 23H ALL OTHER LARCENY	2	2	2	2
26A 26A FALSE PRETENSE/SWINDLE/CONFIDENCE GAME	3	3	3	3
26C 26C IMPERSONATION	2	2	2	2
290 290 DESTRUCTIVE/DAMAGE/VANDALISM OF PROPERTY	1	1	1	1
35A 35A DRUG/NARCOTIC VIOLATIONS	4	4	4	4
35B 35B DRUG EQUIPMENT VIOLATIONS	2	2	2	2
90C 90C DISORDERLY CONDUCT	2	3	2	3
90F 90F FAMILY OFFENSES , NONVIOLENT	3	3	3	3
90Z 90Z ALL OTHER OFFENSES	1	2	1	2
M99 INFORMATION	38	38	38	38
000 NON REPORTABLE	6	6	6	6

Persons Arrested : 127

Total For January

2025 To Date

TYPE	Males Arrested		Females Arrested		Males Arrested		Females Arrested	
	All Arrests	Narcotic	All Arrests	Narcotic	All Arrests	Narcotic	All Arrests	Narcotic
1.Adults	92	0	32	1	92	0	32	1
2.Juveniles	1	0	2	0	1	0	2	0
TOTALS:	93	0	34	1	93	0	34	1

Traffic Reports :

TYPE	Total For January	2025 To Date
Fatal	0	0
Injury	0	0
Property Dmg Only	0	0
Private Property	0	0

Citations/Warrants :

	Total For January	2025 To Date
Citations	10	10
Warrants	1,100	1,100

Values :

TYPE	Total For January	2025 To Date

Burglary Stolen		
Larceny Stolen	2,270.00	2,270.00
Robbery Stolen		
MVT Stolen		
Burglary Recovered		
Larceny Recovered		
Robbery Recovered		
MVT Recovered		
Total Stolen	2,270.00	2,270.00
Total Recovered	0.00	0.00
Criminal Damage	2,000.00	2,000.00

Check list

update as of Feb 3rd

SCSO ACTION STEP CHECKLIST

For all steps listed, MMPC consultants are willing and able to provide guidance on how to move forward. It is important to remember that many other organizations have taken these steps before, so there are people and resources available to assist you as you continue implementing Best Practices.

SCSO ASSESSMENT APRIL 2024	PROGRESS UPDATE
INTENT AND PURPOSE	
Read <i>The Best Practice for Animal Shelters</i>	Done Capt. And Lt.
Utilize national animal welfare groups online information and training to include the HAAS playbook https://www.humananimalsupportservices.org/hass-playbook/	In Progress, Currently reading for more best practices
Utilize the ASV checklist https://www.sheltervet.org/assets/guidelines/2022-ASV-GL-Checklist.pdf .	Currently working through this extensive checklist to determine what we have in place, what is attainable and what would require more This page is currently NOT FOUND on the ASV website
View both MMPC presentations for Sumner County	Done
Priority Action Steps	
Create a contract for a Vet on Record	Done Dr. Satterly Dr. Miller is still attending with no contract
Purchase vaccines to be given <i>at the point of intake</i>	Done Vet in the office at least weekly for rabies 100% vaccination will happen this month
Provide emergency care for sick/injured pets 24/7	Received a draft MOU and plan to use Urgent Vet in Hendersonville and Nashville Vet Specialist.
Revisit the current budget recommendations	In Progress/Ongoing
Budget for adoption and placement staff (3) and hire asap	Budget requests were due on 3/1. We requested to move 140K in vet supplies to



	<p>70 in vet supplies and 70 in P/T for two additional P/T staff. These staff will run adoption/placement and volunteer programs.</p> <p>1 P/T Hired and in training</p> <p>2nd P/T Hired and in Training</p>
Allocate spay/neuter funding for adopted pets at the Sumner County Spay Neuter Alliance and Fix Foundation	<p>In Progress/ Still in negotiation. Meeting scheduled with SCSN 10/15/24</p> <p>Are again using Sumner County Spay and Neuter Alliance for services</p> <p>Purchasing equipment for in-house Spays and Neuters, Vet is already in place</p>
Purchase enough Kuranda beds so each run has a bed and sign up for the shelter donation program to use when replacements are needed. Discontinue using raised boards in place of beds.	Done 50 beds
Increase the budget allocation for the Sumner County Spay Neuter Alliance for community cat pathways in lieu of shelter intake	This is outside the purview of Sheriff's Office. Will advocate for this during the charitable organization's committee.
Implement fee waived adoptions	<p>Discussion Ongoing: Would like Ad Hoc opine. State law requires \$25 for intact animals</p> <p>Would like to see surrender fees</p>
Fence in play yards for dogs	Done- 5 20'x30' enclosures.
Establish goal of one dog per run through Safety Net and lifesaving so divider door is only closed during sanitation	This is happening. We have reduced capacity numbers to ensure each dog has both sides of run. This will only change due to emergent needs.
Schedule Dogs Playing for Life training after adoption and placement staff in place	<p>In Progress. Fear free training first.</p> <p>Fear Free Training Done</p>
Discontinue accepting visually healthy cats who were outside	Done, all "community cats" are being referred to Spay and Neuter Alliance TNR program or alleycat.org
Discontinue testing cats for Feline Leukemia and Immunodeficiency viruses and advise adopters to see	Done, but most rescues require this testing before accepting cats.



their veterinarians for recommendations around testing	FELV/FIV/HWT is \$48.00 Plan to revisit with Dr. Satterly's advise
Purchase 5 hiding boxes for nervous/fractious (see Feline Housing, Husbandry and Enrichment)	Done 5 boxes purchased and will be delivered 10/8/2024 In Use as needed
Provide interactive toys for all shelter pets that can be disinfected or discarded	Kongs purchased. Ping Pong balls for cats and soft beds. DONE
Schedule UTCVM shelter medicine team to provide and install portals in stainless steel cages in cat intake (that will be moved into cat adoption)	Done
Update Website	
Auto post all pictures of shelter pets on intake (with the exception of court holds)	Done Photo issues seem to be resolved Photo issues are intermittent but the issue is with Pet Finder
Add information about options to rehome pets	Done/In Progress
Add information about not removing neonatal kittens when healthy and leaving community cats in place	Done/In Progress
Add link to rehome.adoptapet.com	Done/In Progress
Sign up for home-home.org and recruit a virtual volunteer to manage that platform that is integrated into shelter website and Facebook page or partner with a local animal welfare group	Done Signed up and going through the process of implementing the program. Awaiting communication from Home-Home. Volunteers will be managed by new PT position 2025 pricing has not posted for this service yet. Need a dedicated URL for Animal Services website (\$60-\$80 per month). But we think Better Impact will be a better fit for the Volunteer and Fostering programs

This software is pay per person on tiers



Once the adoption placement staff are in place, create a volunteer program	Budget requests were due on 3/1. We requested to move 140K in vet supplies to 70 in vet supplies and 70 in P/T for two additional P/T staff. These staff will run adoption/placement and volunteer programs. P/T jobs have been posted.
Purchase new cat scale	Done, donated by Team Shelter USA
Statistics, Software and Technology	
Transition to new software asap	Done, Shelter Manager
Auto upload pictures and information to search engines, website, etc.	Done Shelter Manager system working. Pet Finder link working (except photo link).
Use Shelter Animals Count matrix to track trends	In Progress
Community Spay Neuter	
Create partnership with the Sumner County Spay Neuter Alliance and budget \$13,500 annually for community cats	Should be able to do this out of current budget. Partnership has been reestablished Still going well
Budget \$30,000 for owned dog and \$22,500 for owned cat targeted spay/neuter	Ongoing. Already use a disinfectant designed for animal shelters and have installed air disinfectant system to disinfect the air.
Community Cat Management	
In lieu of shelter intake, refer visually healthy community cats to the Sumner County Spay Neuter Alliance	Done
Read guidelines on community cat management from all national reputable organizations	Will come from Kittenlady.org/ Currently exploring Kitenlady recommendations Also using alleycat.org
Update website to include information on community cats	Done Kittenlady.org link on our website



Add information to website about the difference between neonatal kittens in need and not in need	Added SavetheKittens link to the website for neonatal kittens
Create a budget allocation for the Fix Foundation in Franklin, KY (or other spay/neuter clinic) for adopters residing outside of Sumner County	Currently on our vendor list
Other Safety Net	
Review references about managed coordinated intake and Safety Net resources	In Progress using advice regarding owner surrenders and not overcrowding the shelter
Update website	Done
Add link to rehome.adoptapet.com	Done
Sign up for and work with virtual volunteer to manage home-home.org	In Progress. Signed up and going through the process of implementing the program. Awaiting communication from Home-Home. Also will visit with Metro to see their program Prefer Better Impact Software
Mirror the return to owner program for dogs in St. Lucie, FL (page 40, <i>The Best Practice Playbook for Animal Shelters</i>)	Much of this program is being utilized with our field deputies: chip scanners in the vehicles, speaking with neighbors where an obvious escaped pet is located. The example city has a pet registration program that would be unpopular in our area.
Share donated food with pet owners in need. This can be done at the shelter or through another social services partner.	Ongoing when available. In future, will explore partnership with Meals on Wheels. Currently sharing non contractual food brands when available Worked in a partnership to send 3 pallets of pet food to east TN for hurricane relief.
Field Services	



Create a plan for veterinary care to address sick/injured pets 24/7	In Progress. Received a draft MOU and plan to use Urgent Vet In Hendersonville and Nashville Vet Specialist.
Follow up with the MMPC once field services outcomes are analyzed	In Progress All Animal Services personnel are signed up for monthly Mattie's Million Pet Challenge trainings and webinars All personnel are watching webinars as they become available from Mattie's
Analyze the number of dogs at large calls responded to and percent of time the dog was captured	Ongoing. We believe we have a duty to respond to dog at large calls because of leash law.
Complete basic training with the National Animal Control Association	Done through Code 3 Associates
Schedule training with Best Friends Field Services team	In Progress. Starting with Fear Free training.
Implement a Finder Foster program for those callers who can help find the dog's owner	Ongoing. Will fall under P/T staff purview. Better Impact software will do this
Ensure all dispatch personnel direct callers to links to resources	Will provide resource list on website and have copies to provide one they are codified and approved.
Create Standard Operating Procedure (SOP) for disinfection of trucks after each pet	Done with new policy.
Intake Policies	
Provide preventive care for ALL pets <i>at the point of intake</i>	Done Vaccines purchased and being used on all intakes.
Discontinue transporting and picking up cats to the Macon County vet for vaccines and retro testing	Done- Vaccinating on intake and Dr. Miller or Dr. Satterly doing rabies vaccines at the shelter.
Discontinue testing for FeLV/FIV and instead advise adopters to see their own vets	Done, but most rescues require this testing before accepting cats.
Advocate for the placement of each pet starting at the point of intake	Done Pets are being posted more efficiently now.



Create heartworm treatment protocol with the Moxy-doxy protocol	In Progress discussions to happen with contract and relief Vets SNAP testing system will need to be implemented Heartworm Testing should be done, But understand some heartworm treatment regiments are extensive and costly Moxy-doxy is less expensive but takes up to a year
Implement a foster finder program	Done Rehome by adopt a pet link in on our website
Medical Care and Disease Control	
Switch to a disinfectant that is effective against all common shelter pathogens such as accelerated hydrogen peroxide (https://www.aspcapro.org/sites/default/files/2021-10/aspca_shelterdisinfectantqrupdate09_24_2021.pdf).	Ongoing. Already use a disinfectant designed for animal shelters and have installed air disinfectant system to disinfect the air. Tek-Trol Disinfectant cleaner is a phenol-based concentrate disinfectant and fungicide for a wide range of viruses and bacteria including TGE, pseudorabies, E. coli, Staph, Strep suis, Parvo, Pasteurella, reovirus, adenovirus, rotavirus and many others. We are currently rotating the use of both Tek-Trol and an accelerated HP disinfectant.
Create Standard Operating Procedures for sanitation (see page 32 in <i>The Best Practice Playbook for Animal Shelters</i>) for dog kennels and ACO vehicles	Done addressed in new policy
Implement spot cleaning for cats and do not fully disinfect until the cat leaves the cage permanently (or it is very dirty)	Done addressed in new policy
Minimize disease transmission and outbreaks (see https://sheltermedicine.vetmed.ufl.edu/shelter-services/disease-management/)	Ongoing. Already use a disinfectant designed for animal shelters and have installed air disinfectant system to disinfect the air.
Purchase microscope and supplies	Done in medical for Vet use



	Will need to purchase a more modern microscope
Canine Housing and Enrichment	
<u>Apply for Dogs Playing for Life training at dogsplayingforlife.com now since there is a long lead time. Consider booking the training once adoption and placement staff begin so all staff can be trained since the duration for trustees is inconsistent.</u>	In Progress, budget may need to be revisited for this training. \$1,100 per person This will be a heavier budgetary lift Seeking a free Version with Dr. Pizano
Provide interactive toys that can be disinfected	Done Kongs purchased and being used.
Continue to bathe dogs when they arrive at the shelter but discontinue bathing weekly as this can dry their skin and takes staff time that can be otherwise used for enrichment, such as playgroups	Ongoing- Bathing as needed.
Feed dogs a mixture of canned and dry food twice daily	We have started doing this.
Implement treat cup program	In Progress rattling treats in any container to get dogs attention, then rewarding the dog with a treat. This enrichment and attention program is attainable and would provide enrichment especially on days where the play yards cannot be used



Feline Housing and Enrichment

Schedule the UTCVM team to provide and install (17) portals for stainless steel cages to create double compartment housing for cats then move from cat intake to cat adoptions. Once in place, discard current fiberboard cat condos currently in cat adoption.	Done
Store feral cages currently in cat intake and use only for emergencies as they are not approved housing for pets in confinement	Removed completely
Provide interactive toys such as ping pong balls and a soft bed such as fleece	Done
Keep cage cards with each cat's cage in a plastic holder	Ongoing
Purchase 5 neighborhood cat dens	Done

Capacity for Care and Population Management

Have staff and trustees watch recommended webinars	In progress Staff currently watching webinars, Trustees not at this time
Confirm that dogs are reclaimed within 3 days of intake then abide by the Tennessee State Statute of a 3 day stray hold	Still going by the Sheriff's wishes of 5 days.
Create a plan to ensure shelter pets are not left alone for more than 12 hours	In progress, PT staff will assist with this This will take more staff and or dedicated Volunteers
Assign a staff person to ensure each pet has a plan of action updated daily/when needed and identify any pets with medical or behavioral issues that need to be addressed	In Progress, PT staff will assist with this but in the meantime staff are making daily rounds throughout the shelter and responding to animals when trustees notice a difference in behavior
Strategically hang whiteboards in kennel areas for trustees and staff to write down issues with any pets to be entered into their record and addressed	Done
Ensure all pets who can be in adoptions are moved into the adoption area asap	We are moving to adoption as quickly as possible- will get more efficient with time.
Create a system so pictures and information about a pet are uploaded to search engines such as	Done-Pet Finder link working. Shelter management system working.



Petfinder.com (with the exception of court cases, dangerous dogs, etc.)	
Create partnerships with and proactively reach out to local animal welfare organizations <i>with shorter lengths of stay</i> and place pets first come/first serve	Exploring Doobert.com but will most likely cost \$500-\$2600 per year depending on tier Currently reaching out to rescues via email and or phone weekly
Create a decision tree for euthanasia	In progress
Utilize kittenlady.org information regarding neonates	Done and using SavetheKittens as well
Return to Owner (dogs)	
View research regarding dogs at large	In Progress We enforce Tennessee Law regarding animals at large <i>usually</i> with a written warning for the first offense
Mirror the RTO program with the St Lucie Police Department in Florida who has a 75% RTO rate (see page 40 in <i>The Best Practice Playbook for Animal Shelters</i>)	Great success story and we do scan for microchips in the field along with asking neighbors about strays But St. Lucie has had pet licensing requirements since 2007
Consider waiving fees for a first time reclaim when an owner agrees to spay/neuter, rabies vaccinate and microchip and subsidize if the owner is unable.	In Progress (ability to mandate sterilization is under review)
See the First 48 program at Cabot Arkansas which has been adopted by many municipal shelters across the country since the pandemic: https://cabotanimalsupportservices.com/program/helping-pets-get-home/	Ongoing As in the program, we most always waive fees for a first time offense, and would absolutely consider transporting the animal back home if a hardship exists with the pet owner. Cabot AR. Also requires pet licensing and Pit Bull registration
Print Lost and Found Guide for lobby and add to the website: https://www.humananimalsupportservices.org/blog/5-kits-infographics-tools-lost-pets-home/	Fliers have been printed



Adoptions	
Read <i>Adopters Welcome</i>	In Progress- will be assigned to P/T staff
Minimize barriers to adoption (see report)	Done
Foster, Rescue and Transport Partners	
Proactively ask other organizations with shorter lengths of stay to help	In Progress Reaching out to rescues weekly Placed 18 animals with rescues last week along with 12 adoptions
Place pets on a first come/first serve basis	Done addressed in policy
Create kitten kits	In Progress Will seek retailer sponsorships



Staffing

Work with the MMPC team regarding training opportunities such as the upcoming Tennessee Animal Control conference and key online training webinars	Lt., Deputy and Clerical personnel have attended
Analyze the number of field services calls with the MMPC team (pending)	In Progress
Create and/or update Standard Operating Procedures with the assistance of the MMPC team	Done
Create a new position for adoption placement that includes reunification, adoption, rescue transfers and hire 3 full-time staff to cover 7 days, noon-7pm.	Budget requests were due on 3/1. We requested to move 140K in vet supplies to 70 in vet supplies and 70 in P/T for two additional P/T staff. These staff will run adoption/placement and volunteer programs. 1 position has been filled, working on filling the other Both positions have been filled
Have staff complete Fear Free training	In Progress
Consider a policy to hire trustees as staff once released	Civil Service test and background check required.

Volunteer Program

Once 3 FT adoption placement staff in place, create volunteer program 3pm-7pm	Budget requests were due on 3/1. We requested to move 140K in vet supplies to 70 in vet supplies and 70 in P/T for two additional P/T staff. These staff will run adoption/placement and volunteer programs. 1 position has been filled, working on filling the other Both positions have been filled
Create Code of Conduct	Ongoing
Create Standard Operating Procedures for volunteer positions (can be provided by the MMPC team)	In Progress , working on this with new PT position Have a couple narrowed down finalizing selections currently
Have volunteers complete Fear Free training	In Progress when program is started.

Budget

See Priority Action Steps and Budget section in report	Budget requests were due on 3/1. We requested to move 140K in vet supplies to 70 in vet supplies and 70 in P/T for two additional P/T staff. These staff will run adoption/placement and volunteer
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	<p>programs. 1 position has been filled, working on filling the other.</p> <p>Both positions have been filled</p>
Social Media and Website	
Ensure the SCSO shelter page is easily searchable	<p>Facebook page is easily searchable. Petfinder link on website is working.</p> <p>Want a standalone website this will have a URL</p>
Ensure all pictures and information are auto uploaded to the website and search engines	Facebook page is easily searchable. Petfinder link on website is working.
Work with the MMPC team to update the website and provide pertinent information	In Progress



**MINUTES
LEGISLATIVE COMMITTEE
JEREMY MANSFIELD, CHAIRMAN
FEBRUARY 10, 2025**

Present:

Jeremy Mansfield, Chairman
Chrissi Miller, Vice-Chairman
Jerry Becker
Tim Jones
Matthew Shoaf
Dr. Jamie Teachenor

Absent:

Merrol N. Hyde, Commission Chairman

Also Present:

John Isbell, County Mayor
Eric Sitler, Law Director
Steve Weiner, Staff Attorney
Jennifer Mitchell, minute taker

Chairman Mansfield brought the regular scheduled Legislative Committee meeting to order with an invocation on Monday, February 10, at 5:30 p.m. Chairman Mansfield declared a quorum present to conduct business.

3. Approval of Agenda.

Comm. Miller moved, seconded by Comm. Jones, to approve the agenda as amended. The motion carried unanimously.

4. Approval of minutes of January 15, 2025.

Upon motion of Comm. Miller, seconded by Comm. Jones, the Committee voted to approve the minutes of January 15, 2025. Comm. Teachenor abstained from the vote.

5. Recognition of the Public.

Mike McClard of 102 Tioga Trail, Hendersonville spoke to a clause in William Brown's will about an annual report and recommended a full audit and review of trust account and distributions.

Kevin Baigert of 424 AB Wade Road, Portland commended the law office on the colored revisions to see changes made. He also spoke about the delay with preservation of the Brown House and the transfer of the \$500,000.00 to the county. He is investigating going after the trustee's surety bonds. He also spoke to the uncollected material receivables and recommended asking the Comptroller to look into Gallatin and for the County to pull back the \$10,000,000.00 for the interchange.

6. Report of the Chairman.

No report

7. Report of County Mayor.

No present

8. Old Business.

a. Discussion: Property Assessor's Appraisals and Election Boundary Concerns.

Comm. Miller moved, seconded by Comm. Teachenor, to discuss. The Committee voted (5-1-0) to discuss. Comm. Becker voted against the motion.

Chairman Mansfield shared an email from Tax Assessor John Hurt which stated he had been in contact with the company but has no information at this time. Law Director Eric Sitler reported there is a clause in the contract that client data would be returned to the client in a reasonable format.

After discussion, Comm. Shoaf moved, seconded by Comm. Jones, to direct Mr. Sitler to draft a letter to request the County owned data.

Without objection, Comm. Boyt stated she spoke with IT Director Robert Tuttle who said the data is being held on the server but needs interface to read the data.

Comm. Shoaf withdrew his motion.

County Mayor John Isbell arrived.

Item to remain on old business.

b. Appointment of Title VI Coordinator.

Chairman Mansfield moved, seconded by Comm. Miller, to discuss. The Committee voted (5-1-0) to discuss. Comm. Becker voted against the motion.

After discussion, Chairman Mansfield moved, seconded by Comm. Miller, to move to the Budget Committee. The motion carried unanimously.

9. New Business.

a. Veterans' Service Report and Presentation.

Not present

b. Quitclaim Deed Access Easement for Church to Access Parking Garage.

Comm. Teachenor moved, seconded by Comm. Jones, to discuss. The Committee voted (5-1-0). Comm. Becker against the motion.

After brief discussion, Comm. Becker moved, seconded by Comm. Shoaf, to approve. The motion carried unanimously.

c. Resolution: Public Records Policy Update.

Comm. Shoaf moved, seconded by Comm. Becker, to approve. The motion carried unanimously.

d. Discussion: Taking legal action against Brown Technology Trust and Trustees for Failure to disburse funds intended for the County and Brown House.

Comm. Teachenor moved, seconded by Comm. Miller, to discuss. The motion carried unanimously.

Chairman Mansfield reported County Mayor John Isbell called Vanguard with citizens present.

Mr. Isbell explained he intends to withdraw \$500,000.00 plus interest and give it to the County and clarified he would like to move the technology trust to a local investment firm.

Item to remain on old business.

e. Discussion: Uncollected Material Receivables.

Comm. Shoaf moved to group and approve item 9e and 10a. The motion failed for a lack of second.

Comm. Miller moved, seconded by Comm. Teachenor, to discuss. The motion carried unanimously.

After discussion, Comm. Becker moved, seconded by Comm. Jones, to direct Law Director Eric Sitler to take action to move this forward and collect the money. The motion carried unanimously.

10. Commission Recognitions and Proclamations.

- a. Recognition: Westmoreland High School Reward School Designation.

Comm. Becker moved, seconded by Comm. Shoaf, to approve and forward to the full Commission. The motion carried unanimously.

11. Adjournment. Chairman Mansfield declared the meeting adjourned at 6:18 p.m. upon motion of Comm. Jones and seconded by Comm. Teachenor.

Prepared by Jennifer Mitchell

Trustees cannot reach an agreement, the matter under consideration shall be submitted to the then-serving Sumner County Law Director, who shall cast the deciding vote as to the matter under consideration. The Trustees shall serve without bond unless the Board determines otherwise. The Trustees shall serve without compensation. **The Trustees shall report annually to the Board and to the Sumner County Commission concerning the investment of the trust property, operations of the trust, and distributions of the trust property.**

Except as otherwise expressly provided herein, and so long as such would not jeopardize the tax-exempt status of the trust, the Trustees, in the exercise of reasonable discretion with respect to all property, real or personal, at any time forming a part of the trust herein created, shall be authorized to exercise any and all powers set forth in Tennessee Code Annotated Section 35-50-110, including any future amendments, to the extent applicable, even if said statute be repealed hereafter, all of which provisions and powers are incorporated herein by reference as fully as if copied herein verbatim.

(d) Prohibited Actions. The trust shall not: (1) engage in any act of self-dealing as defined in Section Internal Revenue Code; (4) make any taxable expenditures as defined in Section 4945(d) of the Internal Revenue Code; (5) fail to distribute its income at such time and in such manner as to become subject to the tax on undistributed income imposed by Section 4942 of the Internal Revenue Code; (6) distribute any funds or other property to organizations that fail to qualify as exempt organizations by the Internal Revenue Code; or, (7) carry on any activities not permitted to be carried on by an entity exempt from federal income tax of the Internal Revenue Code or by an entity to which contributions are deductible under Section 170(c)(2) of the Internal Revenue Code.

No part of the net earnings of the trust shall inure to the benefit of, or be distributable to, anyone except an organization qualified as an exempt organization (which will be the Sumner County public schools so long as it remains exempt). No part of the activities of the trust shall be used for the carrying on of propaganda, or otherwise attempting to influence legislation; and the trust shall not participate in or intervene in any political campaign on behalf of any candidate for public office.

References herein to the Internal Revenue Code shall include any amendments thereto from time to time or the corresponding section of any future federal tax code.

The Trustees may amend the trust in any manner required for the sole purpose of ensuring that the trust qualifies and continues to qualify as a charitable trust by the Internal Revenue Code. Amendment of the trust for tax compliance shall require consent of the Board but shall not require court approval.

(e) Termination. The trust is intended to be a perpetual endowment trust and its termination is unlikely. Notwithstanding the foregoing, the trust may be terminated if the value of the trust property is less than One Hundred

PAGE TWO - CODICIL NO. 1 TO THE LAST WILL AND TESTAMENT OF

TIMOTHY D. FERGUSON
ATTORNEY AT LAW
305 WEST MAIN STREET
HENDERSONVILLE, TN
37075
615-824-0989



WILLIAM I. BROWN

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