



# SUMNER COUNTY COMMISSION

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

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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 – 21<sup>st</sup>*

*Matthew Shoaf – 22<sup>nd</sup>*

*Tim Jones – 23<sup>rd</sup>*

*Chrissi Miller – 24<sup>th</sup>*

**Beer Board.....December 15 and 29**  
**General Operations.....December 1 and 18**  
**Health & Emergency Services.....December 1**  
**Legislative Committee.....December 8**

**MINUTES  
DECEMBER 15, 2025  
BEER BOARD  
CHAIRMAN, CHRISSI MILLER  
NO QUORUM**

Present:  
Merrol Hyde, Vice-Chairman  
Vacant  
Absent:  
Chrissi Miller, Chairman  
Terry Moss  
Baker Ring

Also Present:  
Eric Sitler, Law Director  
Jennifer Mitchell, minute taker

Law Director Eric Sitler announced there was not a quorum present for the meeting and it would need to be rescheduled.

Agenda.

Minutes of October 20, 2025.

Recognition of the Public.

II. Old Business.

III. New Business.

A. Application for beer permit.

The purpose of the meeting was to discuss and vote on the beer application of the following:

- A. New Covenant Investments LLC DBA George's Market, located at 3212 Highway 76, Cottontown, TN 37048. This application is for off-premises consumption.

Adjournment.

Prepared by Jennifer Mitchell

**MINUTES  
DECEMBER 29, 2025  
BEER BOARD  
CHAIRMAN, CHRISSI MILLER**

Present:  
Chrissi Miller, Chairman  
Merrol Hyde, Vice-Chairman  
Terry Moss  
Baker Ring  
Vacant

Also Present:  
Eric Sitler, Law Director  
Jennifer Mitchell, minute taker

The regular meeting of the Beer Board was brought to order by Chairman Miller on Monday, December 29, 2025, at 11:00 a.m. in the Sumner County Administration Building in Gallatin. A quorum was present.

Agenda. Upon motion of Comm. Moss, seconded by Comm. Ring, the Board voted unanimously to approve the agenda.

Minutes of October 20, 2025. Upon motion of Comm. Hyde, seconded by Comm. Ring, the Board unanimously approved the minutes for October 20, 2025.

Recognition of the Public. None

II. Old Business.

III. New Business.

A. Application for beer permit.

The purpose of the meeting was to discuss and vote on the beer application of the following:

- A. New Covenant Investments LLC DBA George's Market, located at 3212 Highway 76, Cottontown, TN 37048. This application is for off-premises consumption.

Comm. Hyde moved, seconded by Comm. Moss, to approve the beer permit. The motion carried unanimously.

Adjournment. Chairman Miller declared the meeting adjourned at 11:02 a.m. upon motion of Comm. Hyde and seconded by Comm. Ring.

Prepared by Jennifer Mitchell

**MINUTES  
GENERAL OPERATIONS COMMITTEE  
BEN HARRIS, CHAIRMAN  
DECEMBER 1, 2025**

Present:

J. Wes Wynne, Vice-Chairman  
Dr. Mary Genung  
Tim Jones  
David Klein  
Darrell Rogers  
Don Schmit

Absent:

Ben Harris, Chairman

Also Present:

John Isbell, County Mayor  
Eric Sitler, Law Director  
Jerry Becker, Commission Chairman  
Scott Shamrock, Projects and Grant Specialist  
Jennifer Mitchell, minute taker

Vice-Chairman Wynne brought the regular scheduled meeting of the General Operations Committee to order with an invocation by Comm. Schmit on Monday, December 1, 2025, at 6:00 p.m. in the Sumner County Administration Building. Vice-Chairman Wynne declared a quorum present to conduct business.

3. Approval of Agenda.

Without objection, Vice-Chairman Wynne added item Sumner Monument as part of the America 250 project as item 10b and moved item 9a to the Report of the Mayor.

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

4. Approval of the Minutes of November 3, 2025.

Upon motion of Comm. Rogers, seconded by Comm. Schmit, the Committee voted to approve the minutes from November 3, 2025.

5. Recognition of the Public.

Jim Latimer, of 1578 Latimer Lane, Hendersonville, expressed his appreciation and support for efforts to preserve the Brown House. He clarified that the Latimer family is not seeking to claim the house or the park's name, but simply to acknowledge the individuals who originally built the house.

Comm. Jones arrived at the meeting.

Mike McClard, of 102 Tioga Trail, Hendersonville, expressed his support for renovations to the Latimer/Brown House. He suggested involving agricultural departments in the project and recommended modeling the house after the Bridal House to preserve the home's historical significance.

6. Report of Chairman.

No report.

7. Report of Finance Director.

a. Capital Projects and ARPA Projects Update

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

8. Report of County Mayor.

a. Millersville EMS Station Reconfiguration.

County Mayor John Isbell reported that the state is still finalizing its approval process for the Millersville EMS station and that completion is still hoped for by Christmas.

b. Cottontown Flood Mitigation Plan Implementation.

Mr. Isbell reported that he is working to contact the Cottontown property owner; once contact is made, a sales contract will be drafted.

Comm. Klein stated he spoke with Sheriff Craddock, Circuit Court Clerk Kathryn Strong and Mark Smith said they are willing to take the filing cabinets and asked if this move would occur. Mr. Isbell stated he would speak to them about the sensitivity of the documents.

9. Old Business.

10. New Business.

a. Report: Brown House Ad-hoc Committee.

There was discussion about establishing a driveway to the property and Comm. Klein presented a report for the Brown House Ad-hoc Committee prepared by the committee Chairman Jeremy Mansfield. Report is attached.

Comm. Schmit moved, seconded by Comm. Rogers, to approve up to \$5,000.00 for temporary security fence around the house.

Comm. Klein moved to amend to add the possibility of the addition of trail cameras, after discussion, he withdrew the motion.

The motion to approve up to \$5,000.00 for security fence carried unanimously.

b. Proposed monument under America 250 project.

The County Mayor explained that the monument would honor Jethro Sumner, be approximately six to seven feet tall, and be placed at the courthouse. There would be no expense to taxpayers, as the County would apply for a grant through a DAR initiative under the America 250 national project. A rendering was provided and is attached. An unveiling event is being planned for July 8, 2026.

After discussion, Comm. Rogers moved, seconded by Comm. Klein, to allow the monument to be placed at the courthouse. After discussion, the motion carried unanimously.

11. Adjournment. Upon motion of Comm. Rogers and seconded by Comm. Klein, the Committee adjourned at 6:33 p.m.

Prepared by Jennifer Mitchell

**MINUTES  
GENERAL OPERATIONS COMMITTEE  
BEN HARRIS, CHAIRMAN  
December 18, 2025  
SPECIAL CALLED MEETING**

**Members Present:**

Ben Harris, Chairman  
Dr. Mary Genung  
Tim Jones  
David Klein  
Don Schmit

**Members Absent:**

J. Wes Wynne  
Darrell Rogers

**Also Present:**

Dustin Owens  
Jessica Kent, Minute Taker

**1. Call to Order**

A special called meeting of the General Operations Committee was called to order by Chairman Ben Harris at 5:37 p.m. December 18, 2025 in the Sumner County Administration Building, Room 112, Gallatin, Tennessee.

**2. Invocation**

Dr. Mary Genung gave the invocation.

**3. Approval of the Agenda**

Comm. Schmit moved to approve the agenda as presented. The motion was seconded by Comm. Klein and passed unanimously.

**4. Recognition of the Public**

The following members of the public were recognized: Laura Baigert of 424 AB Wade Road, Portland.

**5. Old Business – None**

**6. New Business**

**a. Approve Architectural Hourly Rate with Not to Exceed Clause**

Comm. Klein made a motion to approve the architectural hourly rate with the not to exceed clause. The motion was seconded by Comm. Schmit. Discussion ensued.

Dustin Owens explained the architect's hourly billing and monthly payment schedule. The costs are not to exceed \$10,000.00. When the architect gets to \$8,000.00 they will present a project proposal indicating what is lacking and what is needed.

The Committee voted unanimously to approve the architectural hourly rate with the not to exceed clause.

**7. Adjournment**

Comm. Klein moved to adjourn the meeting, seconded by Comm. Jones; the meeting adjourned at 5:42 p.m.





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

Master Projects List										
Project Name	Assigned	Funding Source	Original Budget	Budget Amendments	Total Budget	Expenditures	% Complete	Estimated Completion Date	Status	
Westmoreland EMS	Scott	ARPA/Capital	\$ 3,738,150.60	\$ 77,634.55	\$ 3,815,785.15	\$ 700,492.57	18%	6/5/2026	Construction has begun, working on site grading	
Oak Grove VFD	Scott	ARPA/Capital	\$ 1,199,031.00	\$ 58,841.17	\$ 1,257,872.17	\$ 759,966.02	60%	9/12/2025	Working on brick siding, roof, and utilities in the building	
Hendersonville Health Department	Scott	ARPA/Grant	\$ 2,117,550.00	\$ -	\$ 2,117,550.00	\$ 759,966.02	36%	6/30/2026	Selected Brick color for the outer part of the building.	
Courtroom 5C	Scott	Capital	\$ 85,000.00	\$ -	\$ 85,000.00	\$ 67,575.00	80%	6/30/2026	Awaiting second reading from Budget committee	
Recovery Court	Scott	OpIoid	\$ 65,000.00	\$ -	\$ 65,000.00	\$ 23,400.00	36%	6/30/2026	Updating models and plans	
Sheriff Remodel	Scott	Capital	\$ 320,000.00	\$ -	\$ 320,000.00	\$ 33,600.00	11%	12/31/2026	Updating models and plans	
Brown House	Scott	Bequest	\$ 587,611.95	\$ -	\$ 587,611.95	\$ 4,515.00	1%	TBD	Award Letter Sent	
Portland SWIG (3 projects)	Dustin	ARPA	\$ 7,214,180.50	\$ -	\$ 7,214,180.50	\$ 6,708,314.77	93%	2/1/2026	Altitude Valve contractor will arrive the week of the 10th	
Westmoreland SWIG (4 projects)	Dustin	ARPA	\$ 2,417,882.50	\$ -	\$ 2,417,882.50	\$ 556,207.80	23%	3/30/2026	Lake Westmoreland Rd complete; Bishop Trout to be completed in the next 3 weeks; Bill Henson 60% Complete; Dewey Carr to start in January.	
Gallatin SWIG	Dustin	ARPA	\$ 9,000,000.00	\$ -	\$ 9,000,000.00	\$ 9,000,000.00	75%	1/15/2026	Prepaid; passed all audit inspections	
SR258/Drakes Creek	Other Dept	Capital	\$ 225,296.00	\$ 381,725.00	\$ 607,021.00	\$ 260,789.20	43%	7/21/2027	Finance is working on gaining the required access to submit for Reimbursement to move the project into the ROW(Right of Way) phase.	
Rolling Hills Sidewalk	Other Dept	Capital	\$ 92,800.00	\$ -	\$ 92,800.00	\$ 36,054.89	39%	5/11/2027	In the Design Phase	
Bridal House	Scott	Capital	\$ 18,000.00	\$ -	\$ 18,000.00	\$ -	0%	3/1/2026	Friends of the Bridal House have secured a grant to repair the Chinking	
The Hollows Drainage Project Phase 1	Other Dept	ARPA/Capital	\$ 748,878.00	\$ -	\$ 748,878.00	\$ 611,675.00	82%	3/30/2026	Phase 1 near completion	
Milleville Stormwater	Dustin	ARPA	\$ 521,000.00	\$ -	\$ 521,000.00	\$ 521,000.00	50%	10/31/2026	Prepaid; passed all audit inspections	

Project Name	Assigned	Funding Source	Original Budget	Budget Amendments	Total Budget	Expenditures	% Complete	Estimated Completion Date	Status
ECD Broadband	Dustin	Grant	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 73,318.42	73%	10/31/2026	Working on purchasing chromebooks
Old Courthouse Renovation	Dustin	TBD	\$ -	\$ -	\$ -	\$ -	0%	TBD	Application Submitted
Archive HVAC	Scott	Capital	\$ 14,337.80	\$ -	\$ 14,337.80	\$ -	0%	12/1/2026	Installing 11/25/25
Hendersonville HVAC	Scott	Capital	\$ -	\$ -	\$ -	\$ -	#DIV/0!	1/1/2026	Reviewing bid
The Hollows Drainage Project Phase 2	Other Dept	ARPA/Capital	\$ 971,255.00	\$ -	\$ 971,255.00	\$ -	0%	6/30/2026	Contract executed, First part of Phase II will focus on utility relocation
Parking Lot Project	Scott	Capital	\$ 200,572.00	\$ -	\$ 200,572.00	\$ -	0%	6/21/2026	Award Letter Sent

**Latimer (Brown) House Restoration Ad-Hoc Committee Report  
Presented to the General Operations Committee  
December 1, 2025**

Pursuant to **Resolution 2411-14**, and on behalf of many involved citizens as well as descendants of the Latimer and Brown families, the following report outlines the actions taken by the Ad-Hoc Committee in compliance with the County's Construction and Renovation Policy for the proposed restoration of the historic **Latimer (Brown) House**.

**I.A.1 – Need and Purpose**

The stated purpose of this renovation is fully aligned with the Codicil to the Last Will and Testament of Mr. William Brown, who generously donated both the property and **\$500,000** for the preservation and public use of the historic home. The County formally accepted this bequest and is now obligated to fulfill his wishes.

The home is intended to serve as the centerpiece of the **William and Martha Brown Park**, established by resolution 2404-13 on **April 15, 2024**, and reaffirmed on **October 21, 2024** with Resolution 2410-15.

A “Friends of” nonprofit group, made up primarily of Latimer and Brown family members, is currently in the process of forming. The Ad-Hoc Committee has recommended that this group be considered for future designation as the custodian of the building, following the successful example of the Friends of the Bridal House in Cottontown. In that case, the County entrusted day-to-day operations to a nonprofit partner, creating a structure that has proven both sustainable and effective. This model could offer similar long-term benefits for the stewardship of the Latimer (Brown) House.

**I.A.2 – Land Status**

No land purchase is required. The house is situated within the William and Martha Brown Park, which lies between Liberty Creek Elementary and Liberty Creek Middle Schools. The house is set several hundred feet back from Wolfpack Way.

**I.A.3 – Type of Renovation**

The project is a cultural and period restoration aiming to preserve features dating back to the **1790s**, with an interpretive approach that highlights architectural changes across three

centuries. The renovation will reveal original construction materials and techniques while preserving the additions made over time.

#### **I.A.4 – Square Footage**

The total footprint of the first level is approximately **1,500 sq ft**, with the second-story log cabin portion accounting for **600 sq ft**. A basic floor sketch was submitted for reference. Formal architectural drawings would follow.

#### **I.A.5 – Special Requirements**

Access to the house requires a curb cut and culvert installation across an existing drainage ditch along Wolfpack Way. The original gravel driveway still exists and can be restored, ending in a small gravel parking area.

#### **I.A.6 – Pre-Design Demolition and Architectural Considerations**

Because this is a restoration, substantial demolition work must be anticipated in order to properly expose the structure. The opinion was that only after this initial exploratory work could an architect accurately determine the necessary structural, mechanical, or architectural interventions. For initial budgeting estimates, an architect was consulted, and a high-end estimate was provided for planning purposes.

#### **I.A.7 – Budget Estimate**

Cost estimates were compiled from multiple sources, including local historic renovation expert Kris Coker, whose experience includes the Bridal House, Bledsoe Fort structures, and Rosemont. These estimates informed the project scope submitted in June 2025.

### **II.A – Architect Selection**

In accordance with **TCA §62-2-107** and **§12-4-107**, the **RFQ process** was initiated. Two firms applied, with one submitting a complete and compliant proposal.

The Finance Department has recommended awarding the project to Daniels Chandler, pending formal acceptance. If accepted, the firm will coordinate with Mr. Shamrock to begin drafting the **Request for Proposals (RFP)** to initiate the construction bid phase.

## **Conclusion**

The Ad-Hoc Committee has followed every step of the process outlined in the **Construction and Renovation Policy** and stands ready to move forward. This project represents not just the preservation of a historic home, but the **fulfillment of a promise** made to a generous benefactor and his family, and a rare opportunity to preserve one of **Sumner County's oldest surviving structures** for future generations.

Jeremy Mansfield

Chairman, Latimer (Brown) House Restoration Ad-Hoc Committee

**Michelle Oswald**

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**From:** JWes Wynne  
**Sent:** Monday, December 1, 2025 12:23 PM  
**To:** David Klein; Tim Jones; Mary Genung; Darrell Rogers; Don Schmit; Michelle Oswald  
**Cc:** Ben Harris; John C. Isbell  
**Subject:** Fwd: Sumner Monument

Gen Ops committee,

Please see below from the Mayor's office concerning an item that was left off tonight's agenda and needs to be reviewed this evening. The Mayor will provide additional information at the meeting, but I wanted to give everyone a heads up that this will be added to the agenda for our consideration tonight.

The proposed monument would be located at the new courthouse, it is a part of a DAR initiative under the America 250 national project, and there is zero cost to Sumner County.

What the committee would need to determine is to either grant or deny permission to erect the monument on county property.

Michelle - please add this to the printed materials for tonight's Gen Ops packet.

J. Wes Wynne  
Sumner County Commission  
District 15

Begin forwarded message:

**From:** "John C. Isbell" <johncisbell@sumnercountytn.gov>  
**Date:** December 1, 2025 at 11:44:19 AM CST  
**To:** JWes Wynne <jwes.wynne@sumnercountytn.gov>, Ben Harris <ben.harris@sumnercountytn.gov>  
**Subject: Sumner Monument**



Gentlemen,

This is a rendering of the monument for consideration. I will provide the details this evening. In short, it is a project of the America 250 project and there is no cost to the county.

Take Care,

John C. Isbell, County Mayor  
*Certified Public Administrator*  
355 N. Belvedere Dr. Room 102  
Gallatin, TN 37066  
615-452-3604 (office) | 615-788-0865 (cell)







**MINUTES  
GENERAL OPERATIONS COMMITTEE  
BEN HARRIS, CHAIRMAN  
December 18, 2025  
SPECIAL CALLED MEETING**

Members Present:

Ben Harris, Chairman  
Dr. Mary Genung  
Tim Jones  
David Klein  
Don Schmit

Members Absent:

J. Wes Wynne  
Darrell Rogers

Also Present:

Dustin Owens  
Jessica Kent, Minute Taker

**1. Call to Order**

A special called meeting of the General Operations Committee was called to order by Chairman Ben Harris at 5:37 p.m. December 18, 2025 in the Sumner County Administration Building, Room 112, Gallatin, Tennessee.

**2. Invocation**

Dr. Mary Genung gave the invocation.

**3. Approval of the Agenda**

Comm. Schmit moved to approve the agenda as presented. The motion was seconded by Comm. Klein and passed unanimously.

**4. Recognition of the Public**

The following members of the public were recognized: Laura Baigert of 424 AB Wade Road, Portland.

**5. Old Business – None**

**6. New Business**

**a. Approve Architectural Hourly Rate with Not to Exceed Clause**

Comm. Klein made a motion to approve the architectural hourly rate with the not to exceed clause. The motion was seconded by Comm. Schmit. Discussion ensued.

Dustin Owens explained the architect's hourly billing and monthly payment schedule. The costs are not to exceed \$10,000.00. When the architect gets to \$8,000.00 they will present a project proposal indicating what is lacking and what is needed.

The Committee voted unanimously to approve the architectural hourly rate with the not to exceed clause.

**7. Adjournment**

Comm. Klein moved to adjourn the meeting, seconded by Comm. Jones; the meeting adjourned at 5:42 p.m.

**MINUTES  
HEALTH & EMERGENCY SERVICES COMMITTEE  
CHAIRMAN, DARRELL ROGERS  
DECEMBER 1, 2025**

Present:

Darrell Rogers, Chairman  
Terry Wright, Vice-Chairman  
Merrol Hyde  
David Klein  
Don Schmit  
Danny Sullivan

Absent:

Ben Harris

Also Present:

John Isbell, County Mayor  
Eric Sitler, Law Director  
Jerry Becker, Commission Chairman  
Michael Guthrie, ECC Director  
Jennifer Mitchell, minute taker

Chairman Rogers called the regular meeting of the Health and Emergency Services Committee to order with an invocation by Commissioner Hyde on Monday, December 1, 2025, at 5:00 p.m. in the Sumner County Administration Building. A quorum was present.

3. Approval of Agenda.

Comm. Sullivan moved, seconded by Comm. Schmit, to approve the agenda as amended.

Without objection, Chairman Rogers stated he wanted to add a member to the VFD ad hoc under item 12. He also added ECC records request policy as item 14d.

The Committee voted unanimously to approve the agenda as amended.

4. Approval of the Minutes of November 3, 2025.

Comm. Schmit moved, seconded by Comm. Sullivan, to approve the minutes from November 3, 2025. The motion carried unanimously.

Commissioner Klein arrived at the meeting.

5. Recognition of the Public.

None

6. Report of the Chairman.

No report.

7. Report of the County Mayor.

No report.

8. Report of the Sheriff.

Not present. Report attached.

9. Report of Emergency Management Agency.

Not present.

10. Report of EMS.

Not present. Reports attached.

11. Report of the ECC.

No action.

12. Volunteer Fire Department Ad-hoc.

Chairman Rogers moved, seconded by Comm. Sullivan, to add Chris Edgerton to the ad hoc committee. The motion carried unanimously.

Chairman Rogers reported the committee is in the research phase and turning out some good work and will give updates.

13. Old Business

None

14. New Business

a. Ambulance Repair Estimate.

Comm. Hyde moved, seconded by Comm. Schmit, to approve and send to the Budget Committee.

Law Director Eric Sitler explained the ambulance was the middle vehicle involved in an accident and could require litigation.

Comm. Schmit moved, seconded by Comm. Klein, to suspend the rules to allow EMS Chief Poss to speak about the matter. The motion carried unanimously. Chief Poss explained the details of the wreck.

Chairman Rogers brought the meeting back in session.

The motion carried unanimously.

b. Interlocal Agreement – ECD/ECC/Sumner County.

Comm. Klein moved, seconded by Comm. Sullivan, to approve and forward to the Legislative Committee. The motion carried unanimously.

c. MOU between Sumner County and Volunteer Behavioral Health Care System.

Comm. Schmit moved, seconded by Comm. Sullivan, to approve. The motion carried unanimously.

d. ECC Inter-Agency Records Request Policy.

Comm. Sullivan moved, seconded by Comm. Wright, to approve and forward to the Legislative Committee. The Committee voted (5-0-1) to approve. Comm. Klein abstained from the vote.

15. Adjournment. Chairman Rogers declared the meeting adjourned at 5:11 p.m. upon motion by Comm. Sullivan and seconded by Comm. Hyde.

Prepared by Jennifer Mitchell

## November 2025

Total General Fund Deposits: \$36,349.74

Total Animal Services Deposits: \$556.00

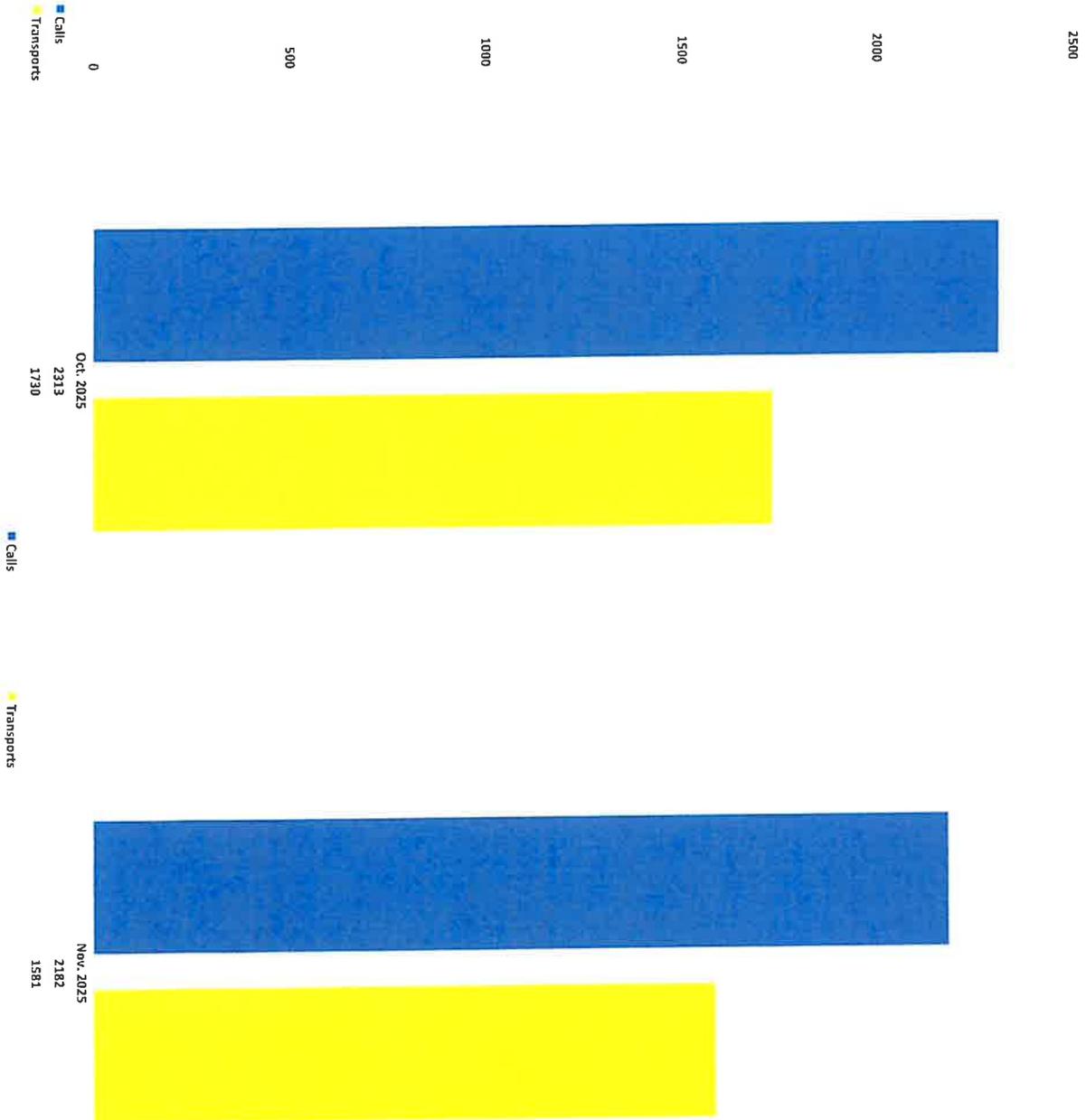
Calls for Service: 3,373

Jail - Average Daily Population: 783

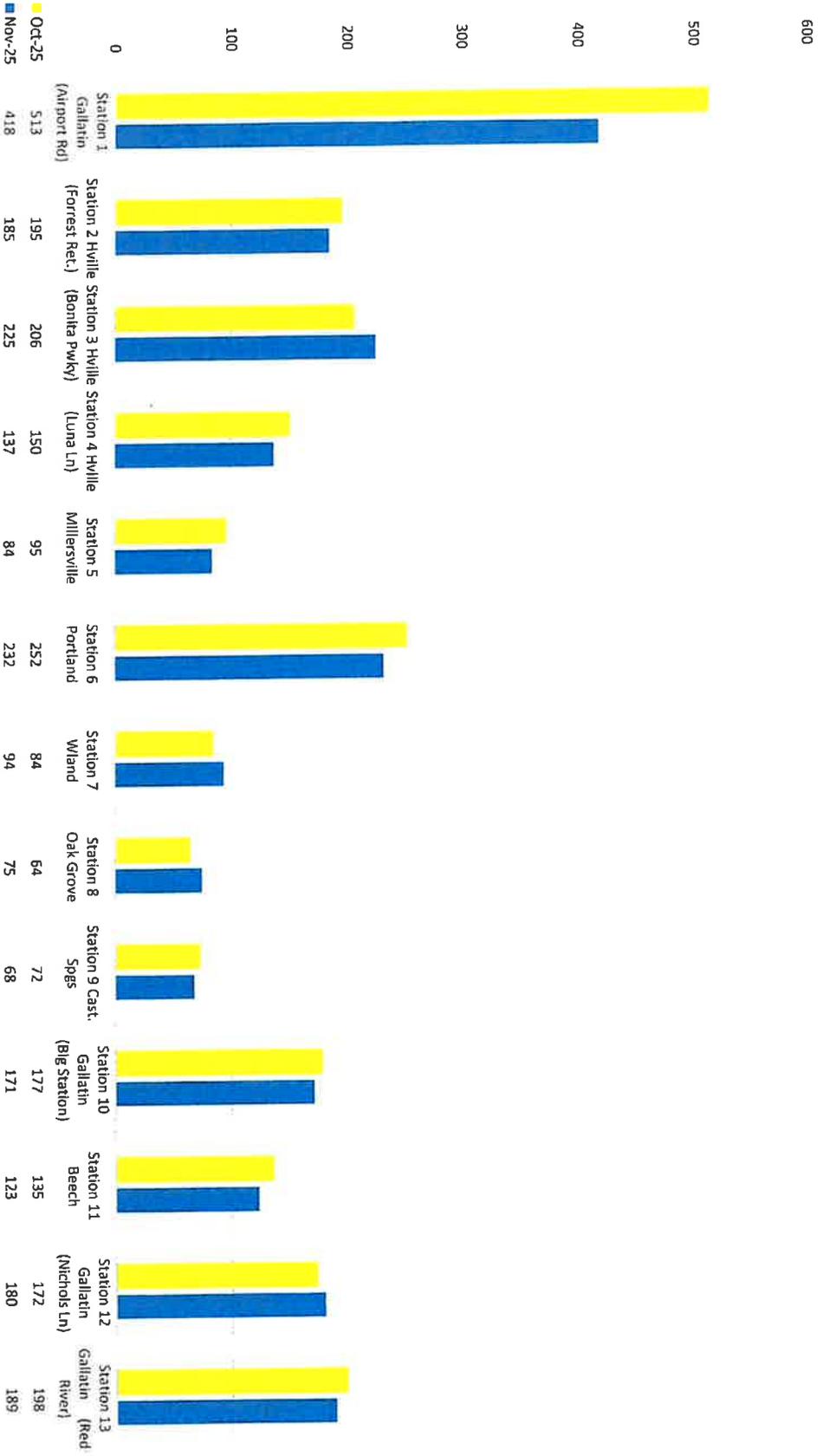
Other:

- Jail Shower Epoxy bid has been awarded. The first meeting with vendor is next week.
- Inmate Phone System RFP has been awarded and the vendor walk through is next week.
- Jail Property Room Conveyor install begins on 12/8.
- We sent a request for an emergency PO today for an Air Conditioner Unit to be installed in the jail camera DVR room. I was notified this morning that the heat in the room caused an overload and subsequent breaker trip that resulted in the camera system being disabled.

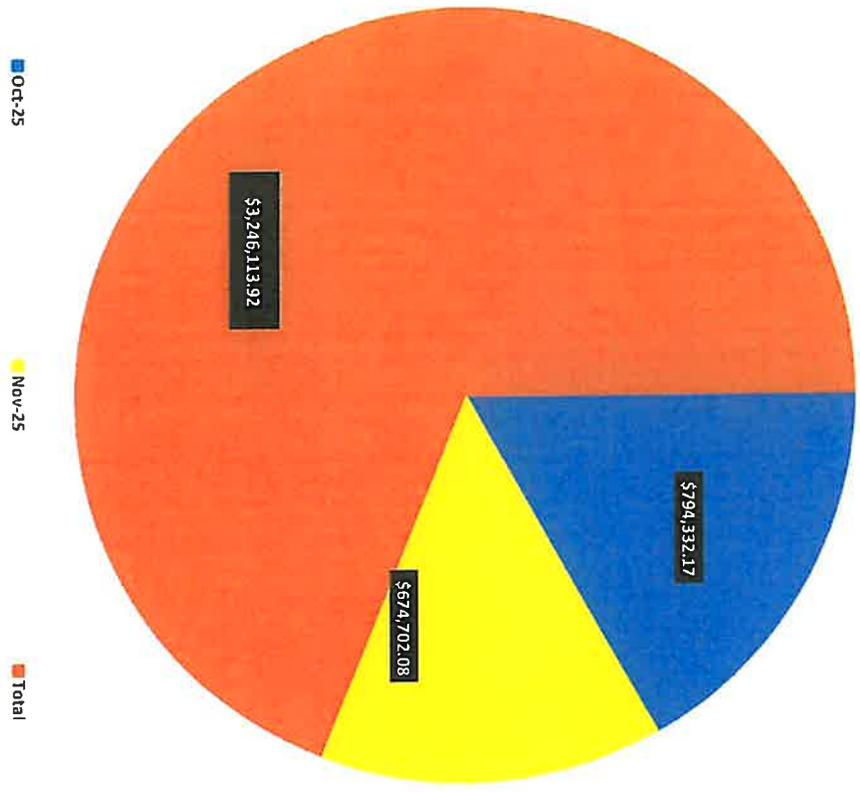
### Calls vs. Transports



## October / November 2025 Call Volume



FY2026 EMS Revenue



Charge Type Detail Report (Trip Date)  
 Start Date: 2025-11-01 End Date: 2025-11-30

	Count	Dollars
<b>Sumner County EMS TN</b>		
<b>ALS Base Rates</b>		
A2 Comprehensive Transport	13	\$ 15,795.00
ALS Emerg Transport	341	\$ 368,280.00
ALS NonEmerg Transport	4	\$ 3,780.00
ALSE Facility Rates	1	\$ 501.30
ALSNE Facility Rates	51	\$ 16,147.11
<b>Totals For Type: ALS Base Rates</b>	<b>410</b>	<b>\$ 404,503.41</b>
<b>BLS Base Rates</b>		
BLS Emerg Transport	238	\$ 208,964.00
BLS NonEmerg Transport	113	\$ 76,275.00
BLSNE Facility Rates	23	\$ 6,068.32
<b>Totals For Type: BLS Base Rates</b>	<b>374</b>	<b>\$ 291,307.32</b>
<b>Mileage</b>		
Mileage - Ground	6,345	\$ 111,349.49
<b>Totals For Type: Mileage</b>	<b>6,345</b>	<b>\$ 111,349.49</b>
<b>Misc. Supplies</b>		
ALS Disposable Supplies	98	\$ 14,210.00
BLS Disposable Supplies	47	\$ 4,465.00
<b>Totals For Type: Misc. Supplies</b>	<b>145</b>	<b>\$ 18,675.00</b>
<b>Other Charges</b>		
Facility Mileage	961	\$ 8,792.24
<b>Totals For Type: Other Charges</b>	<b>961</b>	<b>\$ 8,792.24</b>
<hr/>		
<b>Totals For Company: Sumner County EMS TN</b>	<b>8,235</b>	<b>\$ 834,627.45</b>
<b>Report Totals:</b>	<b>8,235</b>	<b>\$ 834,627.45</b>

ility	43,490.28	-1,464.65	0.00	-168.00	0.00	30.00	41,887.63
urance	44,460.89	-41,724.48	-276.08	1,282.92	-601.74	-638.77	2,502.74
edicaid	-3,615.48	-9,225.35	-59.78	-116.02	-2,282.07	0.00	-15,298.70
edicaid MCO	81,245.25	-29,340.91	-1,942.94	506.01	-156.99	-87.81	50,222.61
edicare	230,595.11	-44,938.71	-1,123.70	-862.83	-735.74	-923.19	182,010.94
edicare Advantage	376,797.07	-10,869.77	-2,033.63	0.00	755.01	1,619.10	366,267.78
her Govt. Payers	13,543.68	-2,217.14	0.00	0.00	0.00	0.00	11,326.54
atient	-315,783.15	-40,767.68	-246.55	-2,224.48	-7,279.42	-273.62	-366,574.90
PL	10,114.46	-716.10	33.32	0.00	0.00	0.00	9,431.68
total	480,848.11	-181,264.79	-5,649.36	-1,582.40	-10,300.95	-274.29	281,776.32

AR Days - 96



**SUMNER COUNTY**  
**Emergency Communications Center**

General Order

Authorized: Michael Guthrie, Interim Director

<b>General Order #:</b>	<b>GO-XXX</b>
<b>Issued:</b>	
<b>Revised:</b>	<b>NEW</b>
<b>Rescinds/Amends:</b>	<b>NEW</b>

**Subject: EXTERNAL AGENCY RECORDS REQUESTS**

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**1.0 POLICY**

1.1 The purpose of this General Order is to establish procedures for external law enforcement or authorized agencies to request information directly from the Sumner County Emergency Communications Center (SCECC) without submitting a formal public records request or providing a Tennessee driver's license through the Office of the Law Director. All requests made under this procedure shall be treated as interagency requests, ensuring the integrity, confidentiality, and security of restricted information while facilitating lawful information sharing.

**2.0 TYPES OF RECORDS**

2.1 Public Safety Records are records relating to Law Enforcement, Fire, EMS, and EMA incidents. These types of records include, but are not limited to:

- Computer-Aided Dispatch (CAD) incidents
- Radio recordings
- Telephone recordings
- Video recordings (RapidVideo, RapidSOS Livestream, local security footage)
- Administrative Records
- Personnel Records (when requested for background checks or employment verification and accompanied by a signed release form from the current or former employee)

2.2 Certain records contain sensitive information that requires additional controls or user agreements to maintain security and comply with state and federal regulations. Access to these records is strictly limited to authorized personnel and approved interagency requests. Restricted records include, but are not limited to:

- TIES (Tennessee Information Enforcement System)
- NLETS (The International Justice and Public Safety Network)
- NCIC (National Crime Information Center)
- TCIC (Tennessee Crime Information Center)
- Records containing personally identifiable information (PII), including driver's license numbers, social security numbers, or other protected data

**3.0 PROCEDURE**

3.1 This procedure applies to all external law enforcement or authorized agencies requesting access to information maintained by the SCECC.

3.2 External agency personnel shall complete the SCECC Records Request Form (FORM-001). The form must include all required information, such as the requestor's name, agency, contact information, type of record requested, and purpose.

3.3 The completed ECC Records Request Form shall be submitted via email to: [records@sumnerecc.org](mailto:records@sumnerecc.org)

3.4 The records custodian will review the completed form to verify the request qualifies as an interagency request and complies with applicable laws. Managers, the deputy director, or director may also review and comply with external requests in the absence of the records custodian.

#### **4.0 RESTRICTED ACCESS INFORMATION**

4.1 Access to TIES, NLETS, NCIC, and TCIC are restricted to authorized personnel. Unauthorized dissemination of information from these systems is strictly prohibited and may result in criminal, civil, and administrative discipline.

4.2 All ECC personnel handling requests shall adhere to CJIS, TCIC, and agency security protocols.



Michael Guthrie  
*Interim Director*

SUMNER COUNTY, TENNESSEE  
Emergency Communications Center

Amy Simpson  
*Deputy Director*

## External Agency Records Request

Date of Request: \_\_\_\_\_

Name of Responding Agency: \_\_\_\_\_

Date and Time of Incident: \_\_\_\_\_

Agency CAD Incident or Case Number (if available): \_\_\_\_\_

Location of Incident: \_\_\_\_\_

Type of Incident (*Assault, Domestic, Fight, etc.*): \_\_\_\_\_

Reason for Request: \_\_\_\_\_

Information Requested: \_\_\_\_\_

\_\_\_\_\_

If this is an active criminal case, has the Responding Agency approved the release of this record?

\_\_\_\_\_

If yes, name of the approving official: \_\_\_\_\_

### Requestor Contact Information

Name: \_\_\_\_\_

Agency: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Requests for records are processed as promptly as possible upon receipt of a completed form. Processing times may vary based on the type of record requested and the current workload of the Center. In accordance with the Tennessee Public Records Act, the Center will provide a response to your request within seven (7) business days.

**MINUTES  
LEGISLATIVE COMMITTEE  
MARK HARRISON, CHAIRMAN  
DECEMBER 8, 2025**

Present:

Mark Harrison, Chairman  
Darrell Rogers, Vice-Chairman  
Jerry Becker, Commission Chairman  
Ben Harris  
Shannon Burgdorf  
Matthew Shoaf

Absent:

Danny Sullivan

Also Present:

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

Chairman Harrison brought the regular scheduled Legislative Committee meeting to order with an invocation by County Mayor John Isbell on Monday, December 8, 2025, at 5:02 p.m. Chairman Harrison declared a quorum present to conduct business.

3. Approval of Agenda.

Without objection, Chairman Harrison added recognition for Liberty Creek Girls' Soccer Team as item 9i and added an Interlocal Agreement between ECC/ECD/County as item 9j.

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

4. Approval of minutes of November 10, 2025.

Upon motion of Comm. Rogers, seconded by Comm. Burgdorf, the Committee voted unanimously to approve the minutes of November 10, 2025.

5. Recognition of the Public.

David Klein of 398 Branham Mill Road, Gallatin asked for discussion on agenda items 9b, 9c and 9e.

6. Report of the Chairman.

No report

7. Report of County Mayor.

No report

## 8. Old Business.

### a. Hendersonville Library Property & Operations (From Sept. Budget).

Law Director Eric Sitler explained the will was for the county and specifically the Hendersonville Library. He stated the Library Board would allocate the money.

Comm. Shoaf arrived at the meeting.

Commission Chairman Becker moved, seconded by Comm. Harris, to strike the item from the agenda. The Committee voted (4-1-1) to strike from the agenda. Comm. Rogers voted against the motion and Comm. Shoaf abstained from the vote.

## 9. New Business.

### a. Veterans' Service Report and Presentation.

Veterans Service Director Jeff Oakey gave a brief overview of the report in the packet, no action needed.

### b. City of Gallatin IT MOU.

Comm. Rogers moved, seconded by Comm. Burgdorf, to approve.

Comm. Shoaf moved, seconded by Comm. Rogers, to amend to make contingent upon full payment for property assessment reappraisal from City of Gallatin. The amendment failed to carry with a vote of (3-2-1). Comm. Harris and Harrison voted against the amendment and Comm. Burgdorf abstained from the vote.

Commission Chairman Becker moved, seconded by Comm. Harris, to defer to next month. The motion carried unanimously.

### c. SWIG Grant Agreement with Gallatin.

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

### d. County Commission meeting dates and start time for 2026.

Commission Chairman Becker moved, seconded by Chairman Harrison, to change meeting time to 6:00 pm and keep the dates as presented.

e. Resolution: Restating Non-Discrimination Policy.

Commission Chairman Becker moved, seconded by Comm. Harris, to approve. The motion carried unanimously.

f. Resolution: Accepting Bond for Interim Finance Director.

Commission Chairman Becker moved, seconded by Comm. Rogers, to approve. The motion carried unanimously.

g. Resolution: Reappointing Judicial Magistrates through the year 2026.

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

h. ECC External Agency Records Request Policy.

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

i. Certificate of Recognition for Liberty Creek High School Girls' Soccer Team.

Commission Chairman Becker moved, seconded by Comm. Burgdorf, to approve. The motion carried unanimously.

j. Interlocal Agreement between ECC/ECD/Sumner County.

Commission Chairman Becker moved, seconded by Comm. Harris, to approve. The motion carried unanimously.

10. Zoning.

- a. Planning Commission Resolution 2025-01 (Second Reading): Amending requirements at Chapter 10, Section 1005 of the County Zoning Resolution Provisions for Flood Hazard Reduction relate to raising Base Flood Elevation (BFE) from 1 foot to 3 feet. The Sumner County Regional Planning Commission forwarded a POSITIVE recommendation related to this item on October 21, 2025.

Comm. Burgdorf moved, seconded by Commission Chairman Becker, to approve. The motion carried unanimously.

11. Adjournment. Chairman Harrison declared the meeting adjourned at 5:26 p.m. upon motion of Comm. Shoaf and seconded by Comm. Burgdorf.



DRAFT INTERLOCAL AGREEMENT AMONG THE SUMNER COUNTY EMERGENCY  
COMMUNICATIONS DISTRICT, SUMNER COUNTY EMERGENCY COMMUNICATIONS  
CENTER EXECUTIVE COMMITTEE, AND SUMNER COUNTY GOVERNMENT

Whereas the General Assembly finds and declares that the establishment of 911 as the primary emergency telephone number to provide a single, three-digit emergency telephone number through which emergency service can be quickly and efficiently obtained. This establishment makes a significant contribution to law enforcement and other public safety efforts requiring quick notification of public safety personnel. It is the intent to provide a simplified means of securing emergency services which will result in saving lives, a reduction in the destruction of property, and quicker apprehension of criminals.

Whereas the County and the Emergency Communications District (ECD) desire to conduct certain operations related to emergency communications jointly as contemplated by T.C.A. § 12-9-104 *et seq.*

Whereas the Sumner County ECD Board of Directors authorized the execution of this interlocal agreement among the Sumner County Emergency Communications Center (ECC) Executive Committee, the County and ECD by its board action on \_\_\_\_\_.

Now, therefore, in consideration of the promises and covenants set forth herein, and for good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties agree as follows:

1. This agreement is for the purpose of establishing the manner, terms, and conditions by which the director of the ECD assumes the role and responsibilities of director of the ECC.
2. The director of the ECD shall continue to oversee the daily operations of the ECD and report to the ECD Board of Directors for all matters solely related to the daily operations of the ECD. The director of the ECD shall continue to receive compensation as determined by the ECD Board of Directors. The County will continue to be reimbursed by the ECD for costs incurred by the ECD.
3. The director of the ECD will assume job functions as noted in the job description of the ECC executive director except as noted herein. The director of the ECD will receive compensation as determined by the ECC Executive Committee payable from the ECC account for "Director" for duties performed as the director of the ECC.
4. For all matters solely related to the daily operations of the ECC and noted in the ECC executive director's job description, the ECD director will act within the policies and/or general orders of the ECC. Any act on the part of the ECD director that would

be considered within the scope of the ECC director will be the responsibility of the County.

5. All ECD matters requiring legal assistance will be addressed by counsel retained by the ECD. All ECC matters requiring legal assistance will be addressed by counsel for the County.
6. The parties hereby agree that this agreement shall continue on an annual basis unless either party seeks to end the agreement with a ninety-day notice.
7. This interlocal agreement does not negate or replace any existing interlocal agreement between or among the ECD, ECC, and/or the County.