

ANIMAL CONTROL COMMITTEE MINUTES

The Animal Control Committee of the County Commission of Wilson County, Tennessee was scheduled to meet in regular session on Thursday, December 4, 2014 at 5:00 p.m. in the upstairs Conference Room at the Wilson County Courthouse in Lebanon, Tennessee. Those members present were Commissioners Wendell Marlowe and Jerry McFarland, being all the members of the Committee with the exception of Commissioner Chad Barnard, Nancy Andrews and Dr. Chris McAteer, who were absent. Also present was Animal Control Director Mary Burger-Scruggs, Assistant Director Paula Heird, Wilson County Agricultural Extension Agent Ruth Correll, Commissioners Joy Bishop and John Gentry and County Attorney Assistant Jan Jewell.

Chairman Marlowe called the meeting to order. As there was no quorum present, no business could be conducted.

Chairman Marlowe declared the meeting adjourned.

SECRETARY

INSURANCE COMMITTEE MINUTES

The Insurance Committee of the County Commission of Wilson County, Tennessee met in called session on Tuesday, December 2, 2014 at 5:30 p.m. in the upstairs Conference Room at the Wilson County Courthouse in Lebanon, Tennessee. Those members present were Commissioners Kenneth Reich, Gary Keith, John Gentry and Jerry McFarland, being all the members of the Committee with the exception of Commissioner Terry Ashe, who was absent. Also present was Finance Director Aaron Maynard, Deputy Finance Director Sharon Lackey, Commissioners Joy Bishop and Dan Walker, Jud Nave and County Attorney Michael R. Jennings.

Chairman Reich called the meeting to order and determined that a quorum was present.

The minutes of the November 13, 2014 meeting were presented. Motion to approve these minutes as printed was made by Commissioner McFarland, seconded by Commissioner Gentry and carried unanimously.

Chairman Reich asked Finance Director Maynard to speak to the reinsurance fee required by the Affordable Care Act. This fee is \$63 per covered life. We have approximately 1,460 people that the fee will apply to. The estimated cost is about \$90,000. Do we wish to pay this out of the General Fund or out of our Insurance Fund? After some discussion, the Committee determined that a figure of \$92,000 should cover all the expense. Finance Director Maynard reported that the General Fund balance stands at \$3,886,137.00. After further discussion, motion to recommend paying this cost, not to exceed \$92,000, out of the General Fund and pay this directly was made by Commissioner McFarland, seconded by Commissioner Keith and carried unanimously. It was noted that this fee is scheduled to reduce to \$44 per year in 2015 and to between \$25 and \$30 in year 2016.

Chairman Reich advised the Committee that we need to revisit the issue of the retiree prescription drug plan. This is the issue that only affects retirees. He asked Jud Nave to address the Committee. In preparing to make the transition on January 1, 2015, which this Committee had previously approved, CIGNA discovered a state mandate which requires retail and mail order co-pays to be the same. We are choosing to opt for the reduced co-pay for both categories and this is an enhancement for our retirees. We will be still be saving \$126,392 per year. CIGNA has advised that we should make the effective date February 1, 2015 which means we will have a short plan year from February 1, 2015 to December 31, 2015. This is a better deal for retirees.

Chairman Reich noted that he had talked to Commissioner Terry Ashe today. Commissioner Ashe cannot be here this evening because of meeting in Nashville. Commissioner Ashe will talk to the retirees about this change. The Committee also asked Finance Director Maynard to send a letter to the retirees explaining the proposal. Motion to approve this request was made by Commissioner Gentry, seconded by Commissioner McFarland and carried unanimously.

There being no further business to come before the Committee on motion of Commissioner McFarland, seconded by Commissioner Keith, the Committee voted unanimously to adjourn.

SECRETARY

JUDICIAL COMMITTEE MINUTES

The Judicial Committee of the County Commission of Wilson County, Tennessee met in called session on Tuesday, November 25, 2014 at 4:00 p.m. in Conference Room #1 at the Wilson County Courthouse in Lebanon, Tennessee. Those members present were Commissioners Gary Keith, Terry Ashe, John Gentry, Mike Justice and William Glover, being all the members of the Committee. Also present was Finance Director Aaron Maynard, Circuit Court Clerk Debbie Moss, HR Assistant Bethany Massey, Commissioner Joy Bishop, Assistant to the County Attorney Jan Jewell and County Attorney Michael R. Jennings.

Chairman Keith called the meeting to order and determined that a quorum was present.

The minutes of the November 6, 2014 meeting were presented. Motion to approve the minutes as printed was made by Commissioner Gentry, seconded by Commissioner Ashe and carried unanimously.

Circuit Court Clerk Debbie Moss presented a request to shred old forms which would include legal documents, subpoenas, garnishment, etc. She advised the Committee that the auditors had made the suggestion to avoid confusion and save time. Any documents, letterheads, envelopes that could be salvaged would be.

Finance Director Aaron Maynard advised that he had a conversation with the auditors and Circuit Court Clerk Moss concerning this issue. He recommends the destruction of these forms. Commissioner Ashe suggested that an example of all documents, forms, etc. be placed in the records for clarification. Circuit Court Clerk Moss advised that the cost to destroy the documents would be minimal.

Motion to approve the request to shred the documents with an example placed in the records for clarification was made by Commissioner Justice, seconded by Commissioner Gentry and carried unanimously.

The Committee then prepared to interview the candidates for the Director of Probation position. Chairman Keith advised that approximately 20-30 minutes would be allowed for each candidate. HR Assistant Bethany Massey had prepared a packet for each candidate with a list of suggested questions pertaining to the position. Chairman Keith stated that Commissioners were allowed to ask their own questions.

Commissioner Mike Justice advised the Committee that he would be unable to attend the entire meeting. He was willing to withdraw from the entire interview process. The Committee expressed their desire for his input on the candidates he would be able to interview.

The Committee proceeded with the interview process. Five (5) candidates were interviewed. Laura Alvarez, Earl Berry Jr., Betsy Jakalski, Patrick Postiglione and Amanda Winfree.

At the conclusion of the interviews, Committee members discussed their views and scoring on each candidate. After much discussion, a motion to recommend Betsy Jakalski for the Director of Probation to County Mayor Randall Hutto was made by Commissioner Gentry, seconded by Commissioner Glover and carried unanimously.

Discussion was held on the process of obtaining "background" checks and reference checks. HR Assistant Massey advised that the position would have to be offered to the candidate before a "background" check could be made. The HR Department or the Mayor's office would perform the reference checks. HR would also send letters to the remaining candidates.

There being no further business to come before the Committee, on motion of Commissioner Glover, seconded by Commissioner Gentry, the Committee voted unanimously to adjourn.

SECRETARY

PUBLIC WORKS COMMITTEE MINUTES

The Public Works Committee of the County Commission of Wilson County, Tennessee met in called session on Tuesday, December 2, 2014 at 6:00 p.m. in the upstairs Conference Room at the Wilson County Courthouse in Lebanon, Tennessee. Those members present were Commissioners Gary Keith, Dan Walker, Diane Weathers, Wendell Marlowe, Adam Bannach and Sara Patton, being all the members of the Committee with the exception of Commissioner Cindy Brown, who was absent. Also present was County Mayor Randall Hutto, Sheriff Robert Bryan, Deputy Finance Director Sharon Lackey, County Commissioners Joy Bishop and John Gentry and County Attorney Michael R. Jennings.

Chairman Keith called the meeting to order and determined that a quorum was present.

The minutes of the October 14, 2014 and October 20, 2014 meetings were presented. Motion to approve both sets of minutes as printed was made by Commissioner Marlowe, seconded by Commissioner Bannach and carried unanimously.

Chairman Keith called on Maintenance Director Robert Baines to address the Committee concerning a couple of items. First is the sewer system at the jail. The jail needs a grinder system. A proposal has been presented with an estimate of \$84,000 to \$90,000 to cover all costs. Sheriff Bryan addressed the need for this installation. He noted the practical problems they are having at the jail with the current system. With 250-275 inmates being housed there daily, the problems continue to multiply and maintenance costs continue to increase on the current system. The Committee asked about the possibility of funding this from the Capital Projects Fund. Deputy Finance Director Sharon Lackey advised we currently have about \$3 million dollars in that fund balance.

Commissioner Patton asked if we are complying with the bidding laws. A discussion was held about the emergency need for this purchase. However, during the discussion, Mayor Hutto noted that we are buying this off an existing bid with the City of Lebanon. Motion to approve this purchase not to exceed \$90,000 was made by Commissioner Marlowe, seconded by Commissioner Bannach and carried unanimously.

The second item that Director Baines discussed was the need for tile in the jail showers. This project has been bid and the low bidder was Designer Carpets at \$42,238.15. This too can be paid out of the Capital Projects Fund. Motion to recommend this purchase from Designer Carpets out of the Capital Projects Fund was made by Commissioner Walker, seconded by Commissioner Marlowe and carried unanimously.

Ruth Correll, County Director of the University of Tennessee Ag Extension Office, addressed the Committee. The Agricultural Extension Committee is recommending an addition to the William Haskell Neal Building. In the Agricultural Extension services, there are 5 agents and they have 3 primary programs: agricultural, family and consumer science and youth programs (i.e. 4H programs). They are funded by Federal, State and local appropriations on a cost-share agreement.

They are requesting a building addition. They need additional room to conduct many of their classes and services. This proposal was first presented in 2007 to the Committee.

The proposed addition will be on the north end of the William Haskell Neal Building. She described the proposed addition. Peggy Simpson, Chairman of the Agricultural Extension Committee, and Commissioner Jeff Joines were present.

Commissioner Joines updated the Committee. In 2007, the Public Works Committee approved them to get the plans to do an addition. In 2008, these plans were placed "on the shelf" due to the economy. The USDA currently rents a portion of the building at a cost of approximately \$60,000 per year. Since 1996, this has brought in over \$1 million dollars to the County.

The request is for funding of \$21,000 to get this project ready for bid. There will be a need for \$2,000 for MHE, \$8,000 for the architect and \$11,000 for site design. The estimated cost of the building will be \$125 to \$140 per square foot. It is estimated the building can be built for between \$260,000-\$285,000.

The Committee discussed briefly funding alternatives. The Capital Projects Fund is one alternative. Another would be a three year capital outlay note and let the annual USDA rent take care of the note. Peggy Simpson advised this Committee that it was the unanimous recommendation of the Agricultural Extension Committee.

Ruth Correll advised the Committee that, because of the number and size of the classes they conduct, they had to use the Agricultural Center over 150 times last year. There is definitely a need for more space.

Mayor Hutto told the Committee that he had discussed this matter with Finance Director Maynard. There is up to \$400,000 available in the Capital Projects Fund to go to this project. After further discussion, motion to recommend the appropriation of \$21,000 out of the Capital Projects Fund was made by Commissioner Patton, seconded by Commissioner Bannach and carried unanimously.

Commissioner Joines advised the Committee that it is estimated the project will be ready to bid in mid-January, 2015.

Chairman Keith updated the Committee on some discussions he has had with representatives of the City of Lebanon. We currently rent the property on which the old Wilson County Courthouse was located on the southwest corner of the Square to the City of Lebanon for \$1 per year for a 25 year lease term with an option to the City of Lebanon to extend that another 25 years. This property could be tied up to 2048. If Wilson County had that portion of Lake Street that runs from the bypass to Rogers Avenue, it would tie the two pieces of property we own together and offer us future building opportunities, as well as parking and help alleviate some safety concerns. He has been discussing with several people, including City Councilman Fred Burton and County Commissioner Annette Stafford, the possibility of a land swap whereby the City would transfer that portion of Lake Street to Wilson County and Wilson County would deed the property on the southwest corner of the Square to the City of Lebanon. The City of Lebanon has expressed some interest in this exchange. If we obtain this portion of Lake Street, we could possibly move the entrance to the jail from its current location to a position further east which could alleviate some safety concerns. The Lebanon City Council is discussing this issue at their meeting tonight.

County Attorney Jennings commented that the land swap could be done. Because Lake Street would have to be closed, he believes it would be best if the City of Lebanon would take the steps to close Lake Street prior to the land swap becoming effective. Otherwise, the County will find itself owning a portion of a city street that may not have been properly closed and could present some issues in the future. Chairman Keith also noted that the City of Lebanon is considering providing the gas to the eternal flame at the Veterans Park at their expense. After some discussion, motion to approve a land swap with the City of Lebanon with the City to close the street prior to the swap was made by Commissioner Marlowe, seconded by Commissioner Bannach and carried unanimously.

Mayor Hutto updated the Committee on the current status of the Veterans Park. The Army monument is still to be installed at a cost of approximately \$18,000. This will leave us with a surplus of about \$160,000. It will take approximately an additional \$800,000 more to finish the park. Finance Director Maynard had advised Mayor Hutto that this could be done with a four year capital outlay note. In response to a question from a Committee member, Mayor Hutto noted that the remaining portions of the project to be done are the museum and the office building. This was designed to be done in phases. What has been completed is Phase 1. Phase 2 was to be the office and Phase 3 was to be the museum.

After some discussion, Commissioner Walker suggested that we hold this issue until our next meeting and look at some plans for the future.

Chairman Keith suggested that, as a part of looking at this project, that this Committee may want to look at prioritizing projects that we consider needed over the next few years. Perhaps we should establish a plan as to what should be done first and in what order we should take up these projects.

Commissioner Diane Weathers commented that a dollar amount would be helpful. It would be good to see this information at these meetings. She would also like to see more information on the printed agenda than what was placed on tonight's agenda.

Chairman Keith called for any old business or new business. Hearing none, on motion of Commissioner Patton, seconded by Commissioner Walker, the Committee voted unanimously to adjourn.

SECRETARY

REAPPORTIONMENT COMMITTEE MINUTES

The Reapportionment Committee of the County Commission of Wilson County, Tennessee met in called session on Monday, December 1, 2014 at 5:30 p.m. at the Wilson County Election Commission office on East Main Street in Lebanon, Tennessee. Those members present were Commissioners Wendell Marlowe, Jeff Joines, Terry Ashe, Gary Keith and Dan Walker, being all the members of the Committee with the exception of Commissioner Annette Stafford, who was absent. Also present was Administrator of Elections Phillip Warren, Tammy Smith of the Election Commission and County Attorney Michael R. Jennings.

Previous Committee Chairman Jeff Joines called the meeting to order and determined that a quorum was present.

Commissioner Joines noted that we have two new members of the Committee, Terry Ashe and Dan Walker, and he believes it is appropriate to elect a new Chairman. Motion to nominate Commissioner Jeff Joines as Chairman was made by Commissioner Ashe, seconded by Commissioner Marlowe and carried unanimously.

Tammy Smith distributed a map entitled "Current School Board Zones". A general discussion was held about current boundary lines.

Chairman Joines advised the Committee that our purpose in holding this meeting, and however many additional meetings are required, is to reapportion the boundary lines to provide for seven (7) School Board districts, as approved by the public in the referendum held during the August, 2014 elections.

Two proposed plans will be distributed this evening. These are for the Committee to study and discuss. No decisions will be made tonight. These plans are really a beginning point for working toward the proposal that will be presented to the County Commission.

A map showing seven school districts was distributed. This plan is known as "Plan A". With this map was another page entitled "Plan A Statistics".

A second map showing seven school districts identified as "Plan B" was distributed. With this map also was distributed another sheet of information entitled "Plan B Statistics".

Phillip Warren advised the Committee that the reapportionment had to be based on the 2010 census figures. The total population for the County, according to the census in 2010, was 113,993. We have to use this number, even though we all know that Wilson County has grown since that time. Tammy Smith discussed the 10% deviation which is generally accepted. This allows for a 5% deviation either way on population.

County Attorney Jennings noted that the terms of the Private Act provide that no sitting School Board member may have his/her term shortened. Also, the new positions created will be elected in 2016. One of those positions will be for four (4) years, the other for two (2) years. This means that five school districts will be on the ballot in 2016.

Chairman Joines questioned if a copy of all this information should be sent to the County Mayor's office. Phillip Warren advised that he will take this information to the County Mayor.

Chairman Joines noted that all School Board members are invited to attend these meetings and to provide input. We invite their input.

Phillip Warren, in further explaining the plans, advised that no two sitting Board members are proposed to be in the same district. Mr. Warren went over the two plans and the statistical information attached.

Chairman Joines stated that "we definitely have our work cut out for us". Commissioner Keith noted that we were elected by the people to do this job. We won't be able to satisfy everyone. He is fine with taking suggestions, but the decision will ultimately have to be this Committee's as to what to recommend to the County Commission.

Commissioner Marlowe asked if the numbers of the proposed districts on the two plans could be changed to match the current Board members' zones. Phillip Warren went over that information with the Committee.

There being no further business to come before the Committee, Chairman Joines declared the meeting adjourned.

SECRETARY

URBAN TYPE PUBLIC FACILITIES BOARD MINUTES

The Urban Type Public Facilities Board of the County Commission of Wilson County, Tennessee met in regular session on Friday, December 5, 2014 at the conclusion of the Wilson County Road Commission meeting at the office of the Wilson County Road Commission at 1000 Tennessee Boulevard in Lebanon, Tennessee. Those members present were Wilson County Mayor Randall Hutto and Commissioners Jeff Joines, Becky Siever and Kenneth Reich, being all the members of the Board with the exception of Commissioner Terry Scruggs, who was absent. Also present was Landfill Superintendent Cindy Lynch, Finance Director Aaron Maynard, County Commissioner Sara Patton and County Attorney Michael R. Jennings.

Chairman Hutto called the meeting to order at the conclusion of the Wilson County Road Commission meeting at 10:15 a.m. and determined that a quorum was present.

The minutes of the October 3, 2014 and the November 14, 2014 meetings were presented for the Board's consideration. Motion to approve both sets of minutes was made by Commissioner Siever, seconded by Commissioner Reich and carried unanimously.

Mike Justice, Wilson County Commissioner and Representatives of the Lebanon Police Department, appeared as a delegation. He advised the Board that the firing range is still not quite ready but they are getting close to being completed. Lebanon Mayor Philip Craighead wants an agreement with the County which will include the details of how the firing range will be used, when it will be used, etc. Mike Justice's office will hold the only key to the firing range. The City will be proposing a Memorandum of Understanding to be brought to us for our consideration. In response to a question from Commissioner Reich, Commissioner Justice advised that nobody has shot at the firing range yet.

Commissioner Reich wants to make sure the key is held by Commissioner Justice and that Commissioner Justice allows no night training even though he recognizes there is a certain amount of "low light" training that has to be completed and he will ask that be completed within 30 minutes after dusk.

Commissioner Justice asked about the availability of power at the firing range. Cindy Lynch advised that there should be power on the pole located adjacent to the firing range.

County Attorney Jennings advised that he had no legal matters to report.

Landfill Superintendent Lynch gave the Solid Waste Report. 3,979 yards were hauled during the month of November, up approximately 550 cubic yards and approximately \$5,000 over the same month a year ago.

In collections and hauling, 1,206.54 tons were collected and hauled to either Smith County or recycled, which includes a little more to Smith County than a year ago. 3,090 cubic yards were hauled to the Class III/IV Landfill with total tipping fees of \$27,810 for the month.

169.01 tons were recycled, up approximately 8 tons, for revenue of \$12,655.37, down approximately \$4,000. This is not unusual for this time of year. Tonnage goes up somewhat while revenue goes down.

There were 269 pulls from the convenience centers during the month of November, up 20 over the same period of time a year ago.

A discussion was held about the continued increased usage at the convenience centers in the western end of the county, especially the Suggs Creek site. Superintendent Lynch advised that we need another convenience center in the Suggs Creek area badly.

The Board also discussed the problem with citizens who live out of the county continuing to dump at our convenience centers. It was suggested that Sheriff's deputies might be tried for one to two months to see if this will slow this down. After some discussion, Commissioner Reich will talk to Commissioner Gary Keith about how the Sheriff's Department can help us in this area.

Motion to approve the Landfill Superintendent's Report was made by Commissioner Reich, seconded by Commissioner Siever and carried unanimously.

As new business, Commissioner Reich noted that January is when we approve the road list. As the County Commission does not meet until the 4th Monday in January, he would like to change the January Road Commission and Urban Type Public Facilities Board meetings from January 2, 2015 to January 23, 2015. Motion to move the January, 2015 Road Commission and Urban Type Public Facilities Board meetings to January 23, 2015 was made by Commissioner Joines, seconded by Commissioner Siever and carried unanimously.

There was no old business to come before the Board with regard to Solid Waste.

The Board then turned its attention to Stormwater issues.

Director Dewaal and Assistant Director Vaden were both unavailable for today's meeting.

There being no further business to come before the Board, on motion of Commissioner Siever, seconded by Commissioner Reich, the Board voted unanimously to adjourn.

SECRETARY

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Wilson County Finance
Summary Financial Statement
November 2014
Year-To-Date

101 General

Account Revenues	Description	Budget Estimate	Actual	% of Budget
40110	Current Property Tax	24,559,173.00	(2,681,858.03)	10.92%
40120	Trustee's Collections - Prior Year	500,000.00	(267,819.26)	53.56%
40125	Trustee's Collections - Bankruptcy	10,000.00	(314.78)	3.15%
40130	Cir Clk/Clk & Master Collections-Pr Yr	310,000.00	(634,550.49)	204.69%
40140	Interest And Penalty	100,000.00	(29,957.12)	29.96%
40161	Payments In Lieu Of Taxes - T. V. A.	0.00	(342,395.87)	0.00%
40163	Payments In Lieu Of Taxes - Other	65,000.00	0.00	0.00%
40220	Hotel/Motel Tax	900,000.00	(529,747.35)	58.86%
40250	Litigation Tax - General	200,000.00	(78,169.54)	39.08%
40260	Litigation Tax - Special Purpose	175,000.00	(56,003.41)	32.00%
40266	Litigation Tax-Jail, Wrkhse,	110,000.00	(23,412.65)	21.28%
40267	Litigation Tax-Victim-Offender Medat	90,000.00	(41,863.51)	46.52%
40268	Litigation Tax - Courtroom Security	114,000.00	(40,466.36)	35.50%
40270	Business Tax	1,750,000.00	18,640.68	-1.07%
40320	Bank Excise Tax	110,000.00	0.00	0.00%
40330	Wholesale Beer Tax	600,000.00	(283,137.66)	47.19%
40350	Interstate Telecommunications Tax	6,000.00	(2,670.75)	44.51%
41140	Cable TV Franchise	550,000.00	(291,694.34)	53.04%
41520	Building Permits	250,000.00	(104,429.24)	41.77%
42110	Fines	36,500.00	(6,096.18)	16.70%
42120	Officers Costs	25,000.00	(13,888.56)	55.55%
42140	Drug Control Fines	13,000.00	0.00	0.00%
42150	Jail Fees	3,500.00	(1,683.93)	48.11%
42190	Data Entry Fee - Circuit Court	3,500.00	(2,327.60)	66.50%
42241	Drug Court Fees	11,000.00	(10,527.27)	95.70%
42280	DUI Treatment Fines	5,000.00	(3,741.10)	74.82%
42310	Fines	125,000.00	(38,154.77)	30.52%
42320	Officers Costs	130,000.00	(61,195.83)	47.07%
42330	Games And Fish Fines	1,500.00	(176.40)	11.76%
42340	Drug Control Fines	30,000.00	(2,040.12)	6.80%
42341	Drug Court Fees	28,500.00	(10,815.72)	37.95%
42350	Jail Fees	42,000.00	(11,501.07)	27.38%
42390	Data Entry Fee - General Sessions	20,000.00	(10,233.39)	51.17%
42410	Fines	13,500.00	(4,113.50)	30.47%
42420	Officers Costs	11,000.00	(4,217.81)	38.34%
42450	Jail Fees	4,000.00	(926.25)	23.16%
42490	Data Entry Fee - Juvenile Court	1,850.00	(1,236.80)	66.85%
42520	Officers Costs	30,000.00	(17,424.64)	58.08%
42530	Data Entry Fee - Chancery Court	5,000.00	(4,620.00)	92.40%
42610	Fines	11,000.00	(3,893.56)	35.40%
42810	Fines	0.00	(99.75)	0.00%
43120	Patient Charges	1,950,000.00	(833,241.17)	42.73%
43140	Zoning Studies	25,000.00	(13,115.00)	52.46%
43180	Health Department Collections	5,000.00	0.00	0.00%
43190	Other General Service Charges	2,500.00	(364.52)	14.58%
43194	Misdemeanor Probation Charge	45,000.00	(22,785.35)	50.63%
43330	Engineer Review Fees	110,000.00	(39,592.80)	35.99%
43350	Copy Fees	6,000.00	(3,886.70)	64.78%
43366	Greenbelt Late Application Fee	500.00	0.00	0.00%
43370	Telephone Commissions	130,000.00	(48,740.04)	37.49%
43380	Commissary Proceeds	40,000.00	(28,319.97)	70.80%
43392	Data Processing Fee -Register	46,500.00	(25,900.00)	55.70%
43393	Probation Fees	415,000.00	(134,639.15)	32.44%
43394	Data Entry Fee - Sheriff	6,000.00	(1,484.58)	24.74%
43395	Sexual Offender Registration	6,300.00	(2,550.00)	40.48%
43396	Data Processing Fee - County Clerk	7,500.00	(2,694.00)	35.92%
43512	Tuition - Adult Education	34,000.00	(24,025.00)	70.66%
43990	Other Charges For Services	1,500.00	(570.00)	38.00%
44110	Interest Earned	3,000.00	0.00	0.00%
44120	Lease/Rentals	70,000.00	(33,457.23)	47.80%
44140	Sale Of Maps	500.00	(18,320.00)	3,664.00%
44150	Sale Of Animals/Livestock	0.00	(1,485.00)	0.00%

44170	Miscellaneous Refunds	100,000.00	(97,187.98)	97.19%
44530	Sale Of Equipment	15,000.00	(5,856.98)	39.05%
44570	Contributions & Gifts	6,500.00	(9,058.98)	139.37%
44990	Other Local Revenues	113,160.00	0.00	0.00%
45110	County Clerk	350,000.00	(225,000.00)	64.29%
45120	Circuit Court Clerk	30,000.00	(108,599.63)	362.00%
45180	Register	450,000.00	(254,154.21)	56.48%
45190	Trustee	2,000,000.00	(360,289.10)	18.01%
45550	Clerk And Master	325,000.00	(167,564.47)	51.56%
45590	Sheriff	87,000.00	(23,745.61)	27.29%
46110	Juvenile Services Program	7,000.00	0.00	0.00%
46220	Drug Control Grants	0.00	(12,242.24)	0.00%
46290	Other Public Safety Grants	61,000.00	0.00	0.00%
46310	Health Department Programs	750,000.00	(417,388.90)	55.65%
46430	Litter Program	50,000.00	(2,745.72)	5.49%
46810	Flood Control	30,000.00	(25,005.37)	83.35%
46820	Income Tax	400,000.00	(265,300.67)	66.33%
46830	Beer Tax	19,000.00	(9,698.19)	51.04%
46835	VEHICLE CERT. OF TITLE FEES	0.00	(8,926.15)	0.00%
46840	Alcoholic Beverage Tax	130,000.00	(47,826.52)	36.79%
46850	Mixed Drink Tax	9,000.00	(7,286.43)	80.96%
46851	State Revenue Sharing -T.V.A.	1,340,000.00	(7,484.39)	0.56%
46915	Contracted Prisoner Board	1,500,000.00	(412,735.00)	27.52%
46980	Other State Grants	10,000.00	(3,791.00)	37.91%
46981	Safe Schools - ARRA	0.00	(36,758.88)	0.00%
46990	Other State Revenues	13,000.00	(13,775.38)	105.96%
47220	Civil Defense Reimbursement	400,000.00	4,052.02	-1.01%
47235	Homeland Security Grants	16,130.00	(35,685.00)	221.23%
47250	Law Enforcement Grants	33,000.00	0.00	0.00%
47990	Other Direct Federal Revenue	50,000.00	(18,611.50)	37.22%
48140	Contracted Services	500.00	0.00	0.00%
48610	Donations	1,000.00	0.00	0.00%
48990	Other	100.00	0.00	0.00%
49100	Bonds Issued	0.00	0.00	0.00%
49410	Premiums On Debt Issued	0.00	0.00	0.00%
	Total Revenues	42,150,713.00	(9,406,600.72)	22.32%
Expenditures				
51100	County Commission	(170,284.00)	53,837.00	31.62%
51210	Board Of Equalization	(8,746.00)	1,071.30	12.25%
51220	Beer Board	(3,230.00)	747.59	23.15%
51240	Other Boards And Committees	(18,155.00)	3,809.47	20.98%
51300	County Mayor/Executive	(281,831.00)	127,865.05	45.37%
51310	Personnel Office	(130,719.00)	66,724.34	51.04%
51400	County Attorney	(231,727.00)	157,145.31	67.81%
51500	Election Commission	(754,539.00)	352,935.20	46.77%
51600	Register Of Deeds	(234,117.00)	63,143.88	26.97%
51720	Planning	(410,282.00)	101,467.31	24.73%
51750	Codes Compliance	(380,855.00)	128,972.46	33.86%
51800	County Buildings	(1,681,093.00)	631,231.45	37.55%
51810	Information Technology	(80,000.00)	9,884.00	12.36%
51900	Other General Administration	(49,928.00)	17,376.79	34.80%
51910	Preservation Of Records	(112,599.00)	29,172.77	25.91%
52100	Accounting And Budgeting	(662,641.00)	345,064.21	52.07%
52300	Property Assessor's Office	(1,067,083.00)	321,994.33	30.18%
52400	County Trustee's Office	(364,606.00)	152,950.99	41.95%
52500	County Clerk's Office	(490,046.00)	397,249.24	81.06%
53100	Circuit Court	(853,415.00)	532,257.13	62.37%
53310	General Sessions Judges	(786,510.00)	305,155.32	38.80%
53330	Drug Court (100% Grant Program)	(205,626.00)	72,721.16	35.37%
53400	Chancery Court	(755,547.00)	236,268.21	31.27%
53700	Judicial Commissioners	(521,414.00)	158,430.25	30.38%
53910	Probation Services	(345,885.00)	109,599.89	31.69%
53920	Courtroom Security	(56,281.00)	15,216.35	27.04%
53930	Victim Assistance Programs	(100,000.00)	0.00	0.00%
54110	Sheriff's Department	(10,104,883.00)	3,683,843.85	36.46%
54120	Special Patrols	(5,000.00)	3,308.00	66.16%
54150	Drug Enforcement	0.00	363.86	0.00%
54160	Administration Of The Sexual Offender	(7,500.00)	3,278.46	43.71%
54210	Jail	(7,217,462.00)	2,224,072.61	30.82%

54220	Workhouse	(161,458.00)	53,645.65	33.23%
54240	Juvenile Services	(295,473.00)	84,363.80	28.55%
54260	Commissary	(240,000.00)	17,863.14	7.44%
54410	Civil Defense	(8,866,420.00)	2,916,099.23	32.89%
54610	County Coroner/Medical Examiner	(171,115.00)	58,310.00	34.08%
54710	Homeland Security Grant	(16,130.00)	0.00	0.00%
55110	Local Health Center	(71,420.00)	42,005.35	58.81%
55120	Rabies And Animal Control	(247,702.00)	83,835.74	33.85%
55190	Other Local Health Services	(918,544.00)	270,537.91	29.45%
55390	Appropriation To State	(78,493.00)	0.00	0.00%
55590	Other Local Welfare Services	(5,200.00)	800.00	15.38%
55900	Other Public Health And Welfare	(44,560.00)	12,689.50	28.48%
56500	Libraries	(816,166.00)	789,526.00	96.74%
56900	Other Social, Cultural And Recreational	(65,000.00)	0.00	0.00%
57100	Agricultural Extension Service	(265,290.00)	49,802.18	18.77%
57300	Forest Service	(2,000.00)	0.00	0.00%
57500	Soil Conservation	(74,026.00)	42,721.22	57.71%
57800	Storm Water Management	(260,023.00)	91,294.97	35.11%
57900	Other Agriculture & Nature Resources	0.00	0.00	0.00%
58110	Tourism	(100,219.00)	33,985.54	33.91%
58120	Industrial Development	(265,024.00)	265,023.69	100.00%
58190	Other Economic And Community	(43,000.00)	10,000.00	23.26%
58300	Veteran's Services	(138,115.00)	47,605.68	34.47%
58400	Other Charges	(2,960,521.00)	1,442,221.98	48.72%
58500	Contributions To Other Agencies	(190,000.00)	43,100.00	22.68%
58900	Miscellaneous	0.00	100.00	0.00%
63100	Operation And Maintenance Of	0.00	0.00	0.00%
	Total Expenditures	(44,387,903.00)	16,662,689.36	37.54%
Total	101 General	3,886,137.00		

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**Wilson County Finance
Summary Financial Statement
November 2014**

Year-To-Date

116 Solid Waste/Sanitation

Account	Description	Budget Estimate	Actual	% of Budget
Revenues				
40110	Current Property Tax	1,490,638.00	(191,901.86)	12.87%
40120	Trustee's Collections - Prior Year	60,000.00	(12,965.85)	21.61%
40125	Trustee's Collections - Bankruptcy	0.00	(57.80)	0.00%
40130	Cir Clk/Clk & Master Collections-Pr Yr	21,000.00	42.57	-0.20%
40140	Interest And Penalty	10,000.00	(1,477.93)	14.78%
40320	Bank Excise Tax	4,300.00	0.00	0.00%
43194	Misdemeanor Probation Charge	100.00	0.00	0.00%
44145	Sale Of Recycled Materials	230,000.00	(94,889.86)	41.26%
44170	Miscellaneous Refunds	0.00	(278.00)	0.00%
46980	Other State Grants	30,000.00	(73,565.84)	245.22%
46990	Other State Revenues	15,000.00	0.00	0.00%
	Total Revenues	1,861,038.00	(375,094.57)	20.16%
Expenditures				
55732	Convenience Centers	(2,115,165.00)	1,032,379.94	48.81%
	Total Expenditures	(2,115,165.00)	1,032,379.94	48.81%
Total	116 Solid Waste/Sanitation	249,953.00		

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**Wilson County Finance
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118 Ambulance Service

Account	Description	Budget Estimate	Actual	% of Budget
Revenues				
43120	Patient Charges	265,000.00	(265,000.00)	100.00%
	Total Revenues	265,000.00	(265,000.00)	100.00%
Expenditures				
55130	Ambulance Service	(265,000.00)	0.00	0.00%
	Total Expenditures	(265,000.00)	0.00	0.00%
Total	118 Ambulance Service	7855.00		

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Wilson County Finance
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121 Special Purpose Tax

Account	Description	Budget Estimate	Actual	% of Budget
Revenues				
40210	Local Option Sales Tax	6,126,679.00	(2,685,849.46)	43.84%
	Total Revenues	6,126,679.00	(2,685,849.46)	43.84%
Expenditures				
51800	County Buildings	(59,000.00)	26,905.66	45.60%
82130	Education	(1,695,000.00)	0.00	0.00%
82230	Education	(132,463.00)	66,231.25	50.00%
82330	Education	(3,383,243.00)	0.00	0.00%
	Total Expenditures	(5,269,706.00)	93,136.91	1.77%
Total	121 Special Purpose Tax	4,509,589.00		

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Wilson County Finance
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122 Sheriff's Drug Fund

Account	Description	Budget Estimate	Actual	% of Budget
Revenues				
42140	Drug Control Fines	25,000.00	(7,569.59)	30.28%
42320	Officers Costs	0.00	0.00	0.00%
42340	Drug Control Fines	17,000.00	(8,838.78)	51.99%
42910	Proceeds From Confiscated Property	130,000.00	(11,551.00)	8.89%
42990	Other Fines, Forfeitures, And Penalties	500.00	(3.50)	0.70%
	Total Revenues	172,500.00	(27,962.87)	16.21%
Expenditures				
54150	Drug Enforcement	(104,000.00)	13,923.07	13.39%
	Total Expenditures	(104,000.00)	13,923.07	13.39%
Total	122 Sheriff's Drug Fund	722,806.00		

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Wilson County Finance
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123 Sports And Recreation

Account	Description	Budget Estimate	Actual	% of Budget
Revenues				
40110	Current Property Tax	969,278.00	0.00	0.00%
	Total Revenues	969,278.00	0.00	0.00%
Expenditures				
58500	Contributions To Other Agencies	(969,278.00)	0.00	0.00%
	Total Expenditures	(969,278.00)	0.00	0.00%
Total	123 Sports And Recreation	0.00		

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**Wilson County Finance
Summary Financial Statement
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124 Agriculture Center

Account	Description	Budget Estimate	Actual	% of Budget
Revenues				
40110	Current Property Tax	602,921.00	(65,727.48)	10.90%
40120	Trustee's Collections - Prior Year	1,000.00	(6,660.78)	666.08%
40125	Trustee's Collections - Bankruptcy	50.00	(29.72)	59.44%
40130	Cir Clk/Clk & Master Collections-Pr Yr	2,000.00	21.89	-1.09%
40140	Interest And Penalty	650.00	(761.57)	117.16%
43190	Other General Service Charges	210,000.00	(97,963.11)	46.65%
43340	Recreation Fees	1,280.00	0.00	0.00%
44120	Lease/Rentals	11,000.00	(3,559.45)	32.36%
44145	Sale Of Recycled Materials	0.00	(1,471.28)	0.00%
44170	Miscellaneous Refunds	5,000.00	(51,222.20)	1,024.44%
49700	Insurance Recovery	0.00	(1,720.00)	0.00%
	Total Revenues	833,901.00	(229,093.70)	27.47%
Expenditures				
57900	Other Agriculture & Nature Resources	(913,631.00)	393,482.32	43.07%
	Total Expenditures	(913,631.00)	393,482.32	43.07%
Total	124 Agriculture Center	302,769.00		

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**Wilson County Finance
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131 Highway/Public Works

Account	Description	Budget Estimate	Actual	% of Budget
Revenues				
40110	Current Property Tax	3,968,976.00	(432,677.80)	10.90%
40120	Trustee's Collections - Prior Year	85,000.00	(43,794.56)	51.52%
40125	Trustee's Collections - Bankruptcy	0.00	(195.38)	0.00%
40130	Cir Clk/Clk & Master Collections-Pr Yr	35,000.00	143.90	-0.41%
40140	Interest And Penalty	15,000.00	(5,008.04)	33.39%
40280	Mineral Severance Tax	135,000.00	(83,972.89)	62.20%
40320	Bank Excise Tax	20,000.00	0.00	0.00%
44120	Lease/Rentals	0.00	(8,841.68)	0.00%
44130	Sale Of Materials And Supplies	0.00	(305.90)	0.00%
44170	Miscellaneous Refunds	5,000.00	(9,500.00)	190.00%
44530	Sale Of Equipment	1,500.00	0.00	0.00%
46410	Bridge Program	250,000.00	0.00	0.00%
46420	State Aid Program	240,000.00	(270,545.63)	112.73%
46920	Gasoline And Motor Fuel Tax	2,310,000.00	(1,004,922.10)	43.50%
46930	Petroleum Special Tax	71,440.00	(104,313.31)	146.02%
49700	Insurance Recovery	500.00	0.00	0.00%
	Total Revenues	7,137,416.00	(1,963,933.39)	27.52%
Expenditures				
61000	Administration	(348,782.00)	137,626.97	39.46%
62000	Highway And Bridge Maintenance	(4,044,231.00)	1,803,565.17	44.60%
63100	Operation And Maintenance Of	(1,111,990.00)	403,554.29	36.29%
65000	Other Charges	(304,773.00)	321,563.36	105.51%
66000	Employee Benefits	(1,424,132.00)	895,576.87	62.89%
68000	Capital Outlay	(1,130,000.00)	4,873.96	0.43%
	Total Expenditures	(8,363,908.00)	3,566,760.62	42.64%
Total	131 Highway/Public Works	5,400,421.00		

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Wilson County Finance
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151 General Debt Service

Account	Description	Budget Estimate	Actual	% of Budget
Revenues				
40110	Current Property Tax	6,323,093.00	(689,144.88)	10.90%
40120	Trustee's Collections - Prior Year	125,000.00	(69,771.73)	55.82%
40125	Trustee's Collections - Bankruptcy	0.00	(311.25)	0.00%
40130	Cir Clk/Clk & Master Collections-Pr Yr	40,000.00	229.26	-0.57%
40140	Interest And Penalty	20,000.00	(7,978.63)	39.89%
40240	Wheel Tax	2,500,000.00	(1,141,992.58)	45.68%
40266	Litigation Tax-Jail, Wrkhse,	300,000.00	(118,931.21)	39.64%
40285	Adequate Facilities/Development Tax	2,000,000.00	(2,090,540.78)	104.53%
40320	Bank Excise Tax	25,000.00	0.00	0.00%
44110	Interest Earned	74,000.00	(251,396.65)	339.73%
47715	Tax Credit Bond Rebate	825,847.00	0.00	0.00%
48130	Contributions	31,140.00	0.00	0.00%
49100	Bonds Issued	0.00	0.00	0.00%
49800	Transfers In	1,000,000.00	0.00	0.00%
	Total Revenues	13,264,080.00	(4,369,838.45)	32.94%
Expenditures				
82110	General Government	(1,545,000.00)	0.00	0.00%
82130	Education	(6,170,000.00)	0.00	0.00%
82210	General Government	(143,980.00)	65,790.00	45.69%
82230	Education	(5,714,063.00)	2,440,743.21	42.71%
82310	General Government	(204,000.00)	38,130.03	18.69%
82320	Highways And Streets	(7,000.00)	0.00	0.00%
99100	Transfers Out	(39,871.00)	39,870.33	100.00%
	Total Expenditures	(13,823,914.00)	2,584,533.57	18.70%
Total	151 General Debt Service	12,208,439.00		

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Wilson County Finance
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152 Rural Debt Service

Account	Description	Budget Estimate	Actual	% of Budget
Revenues				
40210	Local Option Sales Tax	1,326,805.00	(633,425.35)	47.74%
44170	Miscellaneous Refunds	715,944.00	0.00	0.00%
47715	Tax Credit Bond Rebate	132,556.00	0.00	0.00%
49100	Bonds Issued	0.00	(2,340.46)	0.00%
49800	Transfers In	2,373,243.00	0.00	0.00%
	Total Revenues	4,548,548.00	(635,765.81)	13.98%
Expenditures				
82130	Education	(2,350,000.00)	0.00	0.00%
82230	Education	(2,142,214.00)	932,988.65	43.55%
82330	Education	(25,000.00)	6,158.75	24.64%
	Total Expenditures	(4,517,214.00)	939,147.40	20.79%
Total	152 Rural Debt Service	1,068,049.00		

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Wilson County Finance
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176 Highway Capital Projects

Account	Description	Budget Estimate	Actual	% of Budget
Revenues				
40110	Current Property Tax	1,636,066.00	(178,356.95)	10.90%
40120	Trustee's Collections - Prior Year	35,000.00	(18,050.75)	51.57%
40125	Trustee's Collections - Bankruptcy	0.00	(80.53)	0.00%
40130	Cir Clk/Clk & Master Collections-Pr Yr	12,285.00	59.32	-0.48%
40140	Interest And Penalty	6,000.00	(2,064.01)	34.40%
40320	Bank Excise Tax	6,476.00	0.00	0.00%
	Total Revenues	1,695,827.00	(198,492.92)	11.70%
Expenditures				
91200	Highway & Street Capital Projects	(1,637,000.00)	3,969.57	0.24%
	Total Expenditures	(1,637,000.00)	3,969.57	0.24%
Total	176 Highway Capital Projects	592,656.00		

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Wilson County Finance
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189 Other Capital Projects

Account	Description	Budget Estimate	Actual	% of Budget
Revenues				
40285	Adequate Facilities/Development Tax	1,300,000.00	(977,223.97)	75.17%
41520	Building Permits	400,000.00	(252,330.92)	63.08%
43193	Water Tap Sales	15,000.00	0.00	0.00%
	Total Revenues	1,715,000.00	(1,229,554.89)	71.69%
Expenditures				
51500	Election Commission	(143,647.00)	0.00	0.00%
51800	County Buildings	(75,000.00)	75,000.00	100.00%
54410	Civil Defense	(1,065.00)	1,011.08	94.94%
57900	Other Agriculture & Nature Resources	(22,419.00)	22,411.00	99.96%
91110	General Administration Projects	(1,192,131.00)	26,381.79	2.21%
91120	Administration Of Justice Projects	(132,556.00)	0.00	0.00%
	Total Expenditures	(1,566,818.00)	124,803.87	7.97%
Total	189 Other Capital Projects	2,227,654.00		

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Wilson County Finance
Summary Financial Statement
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207 Solid Waste Disposal

Account	Description	Budget Estimate	Actual	% of Budget
Revenues				
43110	Tipping Fees	320,000.00	(108,982.95)	34.06%
43114	Solid Waste Disposal Fee	75,000.00	(41,491.65)	55.32%
44530	Sale Of Equipment	0.00	(116.31)	0.00%
	Total Revenues	395,000.00	(150,590.91)	38.12%
Expenditures				
55754	Landfill Operation And Maintenance	(658,438.00)	290,470.24	44.12%
55759	Other Waste Disposal	(130,000.00)	24,838.90	19.11%
	Total Expenditures	(788,438.00)	315,309.14	39.99%
Total	207 Solid Waste Disposal	2,652,576.00		

2014-2015

Fund Balance and Reserve account amendments and current balances

General Fund	101	Changes
Starting Fund Balance	<u>\$ 4,065,349.00</u>	
September Amendment		\$ 9,840.00 Libraries in 1.5% pay increase
October Amendments		\$ 2,700.00 Trustee equipment
		\$ 5,612.00 Finance Debbie Moss's Annual
		\$ 10,000.00 Circuit additional supplies
		\$ 1,060.00 C & M letter of agreement increase
		\$ 150,000.00 Transfer to Fund 266
Current Balance	<u>\$ 3,886,137.00</u>	
Reserves		
Restricted for Sexual Offender Registration	<u>\$ 12,720.00</u>	
Restricted for Courtroom Security	<u>\$ 331,445.00</u>	
November Amendment		\$ (31,315.00) Additonal Key Fobs
	<u>\$ 300,130.00</u>	
Restricted for Wema Donations	<u>\$ 8,667.00</u>	
Restricted for GIS	<u>\$ 42,587.00</u>	
Restricted for Crime Stoppers	<u>\$ 4,014.00</u>	
Restricted for Storm Water	<u>\$ 843,413.00</u>	
Restricted for Animal Control	<u>\$ 12,474.00</u>	
Restricted for Drug Court	<u>\$ 5,965.00</u>	
Restricted for County Clerk Data Fees	<u>\$ 16,615.00</u>	
November Amendment		\$ (12,500.00) Decal on demand scanners
	<u>\$ 4,115.00</u>	
Ag Center		
Fund Balance	<u>\$ 302,769.00</u>	
Ambulance Fund		
Fund Balance	<u>\$ 7,855.00</u>	

Drug Fund	122	
Fund Balance	<u>\$ 722,806.00</u>	
Capital Projects Fund	189	Changes
Fund Balance	<u>\$ 2,302,654.00</u>	
Current Balance	<u>\$ 2,227,654.00</u>	\$ 75,000.00 Courthouse paving
Highway/Public Works Fund	131	
Fund Balance	<u>\$ 5,400,421.00</u>	
Current Balance	<u>\$ 5,398,921.00</u>	October Amendment \$ 1,500.00 Omitted from original budget
Highway Capital Projects Fund	176	
Fund Balance	<u>\$ 592,656.00</u>	
Solid Waste/Sanitation Fund	116	
Fund Balance	<u>\$ 298,127.00</u>	
Current Balance	<u>\$ 249,953.00</u>	September Amendment \$ 48,174.00 To add truck driver position
Solid Waste Disposal Fund	207	
Fund Balance	<u>\$ 2,652,576.00</u>	
General Debt Service Fund	151	
Fund Balance	<u>\$ 12,208,439.00</u>	
Rural Debt Service Fund	152	
Fund Balance	<u>\$ 1,068,049.00</u>	
Special Purpose (School Construction) Fund	121	
Fund balance	<u>\$ 4,509,589.00</u>	

BUDGET COMMITTEE MINUTES

The Budget Committee of the County Commission of Wilson County, Tennessee met in regular session on Thursday, December 4, 2014 at 7:00 p.m. in the upstairs Conference Room at the Wilson County Courthouse in Lebanon, Tennessee. Those members present were Commissioners Mike Justice, Annette Stafford, Jerry McFarland and Gary Keith, being all the members of the Committee with the exception of County Mayor Randall Hutto, who was absent. Also present was Finance Director Aaron Maynard, Director of Schools Dr. Donna Wright, Deputy Director of Schools Mickey Hall, County Attorney Michael R. Jennings and County Commissioners Joy Bishop, John Gentry, Bobby Franklin, Kenneth Reich, Jeff Joines and Dan Walker.

Chairman Justice called the meeting to order and determined that a quorum was present.

The minutes of the November 6, 2014 meeting were presented. Motion to approve these minutes as printed was made by Commissioner McFarland, seconded by Commissioner Keith and carried unanimously.

Finance Director Maynard presented the Financial Report. For the month of November, we are where we should be. Motion to approve this report was made by Commissioner McFarland, seconded by Commissioner Stafford and carried unanimously.

Finance Director Maynard presented a budget amendment request from the Capital Projects Fund for updating the plans in preparation to put out a bid on an addition to the Ag Extension Office. Motion to recommend this budget amendment request to the County Commission was made by Commissioner Keith, seconded by Commissioner McFarland and carried unanimously.

Finance Director Maynard presented a second budget amendment request from the Capital Projects Fund to request funds for installing tile in the showers at the jail. Motion to recommend this budget amendment request to the County Commission was made by Chairman Justice, seconded by Commissioner McFarland and carried unanimously.

Finance Director Maynard presented a third budget amendment request from the Capital Projects Fund. This is to request funds to purchase a grinder for the sewer system at the jail. Motion to recommend this budget amendment request to the County Commission was made by Chairman Justice, seconded by Commissioner McFarland and carried unanimously.

Finance Director Maynard presented a budget amendment request from the General Fund to put into the budget to pay for the reinsurance premium required by the Affordable Care Act. Motion to recommend this budget amendment request to the County Commission was made by Commissioner Stafford, seconded by Commissioner McFarland and carried unanimously.

Finance Director Maynard presented a budget amendment request for the Archives. Motion to recommend this budget amendment request to the County Commission was made by Commissioner Stafford, seconded by Commissioner Keith and carried unanimously.

Finance Director Maynard presented a budget amendment request for the County Clerk from the County Clerk Data Processing Reserve. Motion to recommend this budget amendment request to the County Commission was made by Chairman Justice, seconded by Commissioner McFarland and carried unanimously.

Finance Director Maynard presented a proposed resolution on behalf of the JECDB authorizing any amount paid into the County's Tennessee Consolidated Retirement System account on behalf of the JECDB to be transferred to the Board's TCRS account. This does not involve any expenditure of County funds but a reclassification of funds that have already been paid to the TCRS by the JECDB through Wilson County. Motion to recommend this budget amendment request to the County Commission was made by Chairman Justice, seconded by Commissioner Keith. A general discussion was held. Commissioner Stafford asked if this Committee can get more information. Chairman Justice withdrew his motion. Motion to defer consideration of this request until more information is obtained was made by Commissioner McFarland, seconded by Commissioner Stafford and carried unanimously.

Finance Director Maynard presented a proposed letter to go to State Representative Pody, State Representative Lynn and State Senator Mae Beavers as instructed by the County Commission. This letter will be in this month's packet.

Finance Director Maynard presented a letter from the Comptroller's Office advising that our budget has been approved but discussing two deficiencies. The Comptroller called attention to the fact that the County's budget had not been adopted by July 31. The Comptroller also discussed the fund balances for the General Purpose School Fund, School Federal Projects Fund and Extended School Program Fund. During the discussion, Commissioner Stafford noted that Deputy Director of Schools Mickey Hall has been very diligent in taking care of school funds.

Under new business, Commissioner McFarland commented that we have an excellent looking Courthouse, even after 30 or 35 years, and now have a very nice Veterans Park. However, we have a rock pile on the other side of the Veterans Park where the next phases of the project are to be completed. He would like to see us finish the whole project now. He would like to see us borrow \$800,000 on a four year Capital Outlay Note which would make our debt service approximately \$225,000 per year. After some discussion, motion to move forward with the project was made by Commissioner McFarland. Finance Director Maynard suggested that we may want to put the project out to bid before we issue a Capital Outlay Note for a definite amount. Commissioner McFarland withdrew his motion.

Commissioner McFarland then made a motion to put this project out to bid and get solid numbers for the cost to complete this project. The motion was seconded by Chairman Justice and carried unanimously.

Chairman Justice advised of a discussion he has had with County Mayor Hutto. With Ms. Rachel Warren retiring from county government, the Mayor has some needs in his office. He has three positions in his office. Position No. 1 makes \$39,800. Position No. 2 makes \$31,600 and Position No. 3 makes \$28,600. The Mayor would like to restructure some things in his office. Chairman Justice suggests that it will take an additional appropriation of \$4,000. He would like to approve that request for the Mayor out of the General Fund. Finance Director Maynard noted that benefits should be calculated as well and the appropriation should be for \$5,000. Motion to recommend a budget amendment request to the County Commission in the amount of \$5,000 was made by Chairman Justice, seconded by Commissioner McFarland and carried unanimously.

Commissioner Stafford advised of Commissioner Sonja Robinson's inadvertent "no" vote on Resolution 14-11-2. Commissioner Robinson intended to vote for that resolution. She has prepared a letter that will be in this month's County Commission packet explaining her position. She asked Commissioner Stafford to share this with the Budget Committee.

There being no further business to come before the Committee on motion of Commissioner McFarland, seconded by Chairman Justice, the Committee voted unanimously to adjourn.

SECRETARY

14-12-2

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF WILSON COUNTY, TENNESSEE
APPROVING A TRANSFER OF PROPERTY BETWEEN THE CITY OF LEBANON AND WILSON COUNTY,
TENNESSEE**

WHEREAS, by Resolution 98-3-6, the Wilson County Commission approved a long term lease with the City of Lebanon for the property owned by the County on the south side of the Public Square in Lebanon known as the Old Courthouse Property for a term of 25 years at a price of \$1.00 per year with the option to extend the lease for an additional 25 years; and

WHEREAS, since that time, the City of Lebanon has used that property for parking and other related activities; and

WHEREAS, during the last few years, the Wilson County Commission has purchased property on the east side of Lake Street in the City of Lebanon between Baddour Parkway (the bypass) and Rogers Avenue such that Wilson County now owns all the property on both the east and west sides of Lake Street; and

WHEREAS, Wilson County desires to own the strip of property now known as Lake Street from Baddour Parkway to Rogers Avenue so that all the parcels of land owned by Wilson County on both sides of that area of Lake Street can be joined together, thereby providing many future advantages for Wilson County, including the possibility of expanding buildings, expanded parking and eliminating some safety issues; and

WHEREAS, preliminary discussions have been held between representatives of Wilson County government and representatives of the government of the City of Lebanon about the possibility of transferring these two parcels of land, in fee simple, to each other; and

WHEREAS, the Wilson County Public Works Committee has recommended this real property exchange provided that the Lebanon City Council approves the exchange as required and takes the legal steps necessary to close Lake Street prior to the execution of the deeds;

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Wilson County, Tennessee that we hereby approve the property exchange whereby Wilson County will transfer the property known as the Old Courthouse Property on the south side of the Public Square in Lebanon to the City of Lebanon, and the City of Lebanon will transfer to Wilson County that portion of Lake Street between Baddour Parkway and Rogers Avenue, but only after the following conditions have occurred:

1. The City of Lebanon has taken all steps necessary to approve the transfer of the Lake Street property to Wilson County.
2. That, prior to the execution of any deeds, the City of Lebanon has taken all legal steps to close the Lake Street property such that, when the property is conveyed to Wilson County, the street known as Lake Street from Baddour Parkway to Rogers Avenue will no longer exist.

SPONSOR

RECOMMENDED FOR APPROVAL:

PUBLIC WORKS COMMITTEE
December 2, 2014
6-0-1

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF WILSON COUNTY, TENNESSEE
AMENDING RESOLUTION 14-8-7 APPROVING REGULATIONS GOVERNING THE USE OF THE
COUNTY RIGHT-OF-WAY**

WHEREAS, the Tennessee Code allows utilities to be placed within the County right-of-way,
and

WHEREAS, the Tennessee Code, although varying in particulars concerning specific types of
utilities, generally requires that permission be obtained from the County legislative body, County
Road Commission or the Chief Administrative Officer of the Road Department prior to entering
upon the County right-of-way to perform work, and

WHEREAS, the Tennessee Code also generally requires that work performed within the
County right-of-way be performed under the direction and control of the Chief Administrative
Officer of the County Road Department, and

WHEREAS, it is impractical for permission to be granted on a case-by-case basis by the
County Road Commission or the County legislative body, and

WHEREAS, it is necessary to establish clear procedures and rules, to be administered and
enforced by the Chief Administrative Officer of the Road Department, for the use of the County
right-of-way by utilities, so as to minimize interference with vehicular traffic, minimize damage to
the County right-of-way, minimize risks to the public safety and convenience, and minimize damage
to utilities, and

**WHEREAS, after the adoption of Resolution 14-8-7 by the Wilson County Commission in
August, 2014, and after hearing the concerns of utility companies and other various utility
providers, Resolution 14-8-7 is hereby amended such that the Resolution Approving
Regulations Governing the Use of the County Right-of-Way will read as follows:**

NOW THEREFORE, BE IT RESOLVED, by the Road Commission of Wilson County, Tennessee,
meeting in regular session on this the 5th day of December, 2014 and the Board of County
Commissioners of Wilson County, Tennessee, meeting in regular session on this the 15th day of
December, 2014, that the following regulations shall apply to the use of County rights-of-way by
utilities in Wilson County:

SECTION 1. The following regulations apply to all utilities. "Utilities" includes any
underground line, system or facility, used for producing, storing, conveying, transmitting or
distributing communications, electricity, gas, petroleum, petroleum products, hazardous liquids,
water, steam or sewerage and other underground facilities and appliances. The regulations apply
to all persons performing work within the County right-of-way. "Persons" includes, but is not
limited to, individuals, utility districts, authorities, governmental entities and companies. "Persons"
may also be referred to herein as "applicants". The regulations apply to the installation,
maintenance and removal of utilities unless otherwise provided.

SECTION 2. Except in cases of an emergency as defined herein, persons must obtain a permit from the County Highway Department, as a representative of a utility, **either at the office of the Wilson County Road Commission**, or online prior to performing any work within the County right-of-way. The permit request shall state the nature and purpose of the work to be performed, the date, location and estimated time of the beginning and end of the work at each site, and the name and contact information of the company or party to be performing the work. The permit request shall be accompanied by construction plans detailing the work to be performed, **and shall state on the permit whether the applicant is requesting permission to bore under the road or to cut the road**. Applicants shall also provide copies of any permit(s) required by other governmental agencies. Persons making requests to perform work in the County right-of-way shall use the permit request form designated as Attachment A to this Resolution. The permit may include special conditions, as determined in the sole discretion of the Chief Administrative Officer of the County Highway Department, for the protection of the County's property, roads and rights-of-way, as well as the welfare and safety of the general public. Acknowledgment of receipt of a copy of these regulations shall be a part of the permit request. By issuance of a permit, applicants will be required to conform to these regulations as well as any additional conditions set forth in writing by the Chief Administrative Officer of the County Highway Department, unless waived by the Chief Administrative Officer of the County Highway Department, or his designee, such waiver to be in writing. Once physical work has commenced within the right-of-way, applicants, as recipients of a permit, agree to perform the work in accordance with these regulations and the permit issued hereunder, as well as all other applicable permits, regulations, laws, agency rules, resolutions and ordinances. Wilson County assumes no responsibility for any damage to utilities installed after the effective date of these regulations and that are not installed in accordance with the provisions and conditions of the permit and these regulations. Wilson County assumes no responsibility for any damage to utilities not maintained or removed in accordance with the provisions and conditions of the permit and these regulations.

(OMIT THIS PARAGRAPH) SECTION 3. Applicants shall submit a permit fee in the amount of Five Hundred Dollars (\$500.00) along with their permit request. The fee will be used to offset the County administrative and personnel cost related to the enforcement of these regulations.

(REPLACE WITH THIS PARAGRAPH)

SECTION 3.

*(A) Every utility district, authority, company or individual currently having facilities (transmission lines, etc.) within a County's public roads and/or rights-of-way, plus any other such district, authority, company or individual that may from time to time have occasion to operate within the County's accepted public road system, shall maintain and provide a continuous surety bond to the Wilson County Road Commission in a minimum amount of Five Thousand Dollars (\$5,000.00) or in such higher amount as may be determined, in the sole discretion of the Wilson County Road Commission Superintendent. Surety must be to the form of a Letter of Credit, or an applicant may choose to deposit a like amount in cash. If cash is used as surety, the amount shall be replenished when necessary to remain at the amount required. **The Letter of Credit shall be made payable to the Wilson County Road Commission and the original must be filed at the office of the Wilson***

County Road Commission. *The surety shall be in a form suitable to Wilson County and shall be executed by a financial institution, licensed to do business in Tennessee and reasonably acceptable to Wilson County. The surety must be from an approved financial institution chartered by the State of Tennessee and has an office or branch authorized to accept a demand or "call" on the securing document within fifty (50) miles of Lebanon, Tennessee. All payments shall be made by an authorized representative of every utility district, authority or company at the office of the Wilson County Road Commission in Lebanon, Tennessee or by any online payment system as may be established by the Wilson County Road Commission.*

(B) Permits for work not being performed for a utility district or other company already having posted a surety in accordance with the provisions herein, shall also be required to provide adequate security as a requirement of the issuance of any permit. Additional specific surety may also be required from the utility district for major projects that are to be accomplished for an already bonded district, authority or company if the likelihood exists that damage to County property, road or right-of-way will exceed their surety. Such surety shall be in an amount established by the Wilson County Road Superintendent, in his sole discretion, and shall be in accordance with the bonding and surety requirements established in this regulation, and shall be held until the work has been inspected, approved and released by the County. Any applicant aggrieved by the amount of the additional specific surety established by the Wilson County Road Superintendent may appeal his decision to the Wilson County Road Commission, to be considered at the next regular meeting of the Wilson County Road Commission.

*In addition to all other costs, a Thirty Dollars (\$30.00) remitting charge shall be collected for each road cut, bore or item conducted in a Wilson County right-of-way. **The Wilson County Road Commission will bill each applicant at the end of the month for the total number of permits obtained by that applicant during that month. Payment is due at the office of the Wilson County Road Commission on or before the tenth (10th) day of the month following the permit applications.** Failure to obtain a permit shall result in a Five Hundred Dollars (\$500.00) fine and the amount to return the right-of-way and road to their proper or better condition. These fines and costs are in addition to all other remedies available to Wilson County.*

Should a utility district be doing their own work, with their own employees, and not be using a contractor, the utility district shall still be required to obtain a permit but will not be required to pay the Thirty Dollars (\$30.00) remitting charge.

SECTION 4. All utility installations, maintenance and removals shall be done in accordance with the applicable technical specifications set forth in Attachment B to this resolution and any subsequent specifications adopted by the county legislative body and the county highway commission. Persons shall pay the salary and expenses for any inspector(s) that the County Road Department may see fit to place upon the work site to ensure compliance with such technical specifications while any such inspector(s) may be assigned to the work site. The Chief Administrative Officer of the County Highway Department, before incurring any expenses expected to be charged to the applicant, shall advise the applicant in writing of this fact.

SECTION 5. The Department of Commerce and Insurance of the State of Tennessee (the "Department") requires that all persons contracting to perform construction work within the State be qualified and licensed by the department if the work is equal to or in excess of Twenty-Five Thousand Dollars (\$25,000.00). Requirements for obtaining such a license are determined by the Commissioner of the Department and may be obtained by contacting the Regulatory Boards Division. All persons and/or the company for which they are employed shall be duly licensed by the department, the State of Tennessee, and any other appropriate governmental agency. Proof of a currently valid Tennessee contractor's license shall be presented when request for a permit is made, or a utility may provide proof satisfactory to the Wilson County Road Superintendent that the employees and/or contractor assigned to the project have the required qualifications necessary to construct and complete the work.

SECTION 6. As a condition of the issuance of a permit, applicants must provide proof of liability insurance with a minimum policy in the amount of One Million Dollars (\$1,000,000.00).

SECTION 7. If the work that is the subject of the permit request is not of an emergency nature, the Chief Administrative Officer of the County Road Department may refuse or delay approval of the permit request if approval would unduly interfere with the work of the County Road Department or would cause undue inconvenience to the public. However, the Chief Administrative Officer's approval of the permit request shall not be unreasonably withheld. In the event of an emergency, persons will not be required to comply with the regular permitting requirements set forth herein. For purposes of these regulations, "emergency" means an imminent danger to life, health, or property, whenever there is a substantial likelihood that loss of life, health or property will result before the procedures in these regulations can be fully complied with. In the event of an emergency, notice of any work within the county right-of-way shall be given to the Chief Administrative Officer of the County Highway Department in writing in the manner provided by Section 2 or by telephone, within two (2) hours of the beginning of any such activity. If notice is given by telephone, the agent of the person making the call shall enter the date and time of the call, the nature, purpose, and location of the work to be performed, the estimated beginning and ending times of the work, and the name and contact information of the company or party to be performing the work, on a standard permit request form and deliver it to the Chief Administrative Officer of the County Road Department by the next business day.

(THIS SECTION IS TO BE OMITTED) SECTION 8. The Chief Administrative Officer of the County Road Department may require an applicant to post collateral to ensure that the County road and right-of-way will be repaired to the same quality as before the excavation or other work was performed. The Chief Administrative Officer will determine the form, amount and sufficiency of the collateral. Should the Chief Administrative Officer of the County Road Department execute settlement of the collateral, the proceeds from such execution shall be payable to the Wilson County Road Fund. In the event of an emergency, as defined herein, the Chief Administrative Officer of the County Road Department may require the person to post collateral as provided herein for non-emergency work as a condition for continuing work in the county right-of-way. In the event work is abandoned for a period of thirty (30) consecutive days or a time period specified in the permit, whichever is less, then the Chief Administrative Officer of the County Road Department shall be

authorized to execute settlement of the collateral in his sole discretion. The proceeds from such execution shall be used to repair roads and rights of ways to pay all other reasonable costs. Any leftover proceeds will be returned to applicants.

SECTION 9. (a) Persons shall replace or repair any portion of the pavement, shoulders, bridges, culverts, or any other part of the County right-of-way that may be disturbed or damaged as a result of their work performed in the right-of-way. The County right-of-way shall be repaired following installation, maintenance and/or removal of utilities. The right-of-way shall also be repaired if damaged as a result of future line failure or leakage. The Chief Administrative Officer of the County Road Department shall be notified prior to any backfilling or bedding of any utility. In the event a person covers, conceals or obscures work in violation of these regulations or in violation of a directive from the Chief Administrative Officer of the County Road Department, such work shall be uncovered and displayed for the County's inspection upon request and shall be reworked at no cost in time or money to the County.

(b) Whenever practical, the Chief Administrative Officer of the County Road Department, upon the County Road Department receiving a permit request, shall inspect the site before the work begins and shall inspect the site after the work is completed. Inspection by an engineering firm, paid for by the applicant and hired or approved by the County, shall be required, at the discretion of the Chief Administrative Officer of the County Highway Department, for extensive construction or work within the County right-of-way as a condition to issuance of the permit. In addition, persons shall reimburse the County for all testing, inspections, reasonable attorney and professional fees, and other expenses incurred as a result of any deficient work within ninety (90) days of receipt of an invoice from the County Road Department.

(c) After such inspection(s), if, in the opinion of the Chief Administrative Officer of the County Road Department, the condition of the roadway or right-of-way has been damaged and has not been properly repaired, the Chief Administrative Officer of the County Road Department shall determine the nature of the work necessary to return the roadway or right-of-way to a condition substantially equal to its condition before the work was performed, and shall give persons written notice of such deficiency in returning the roadway or right-of-way to its proper condition. As part of such notice, the Chief Administrative Officer shall inform the persons as to whether he/she has elected, in his/her sole discretion, to immediately execute settlement of the collateral and use the proceeds to repair the damage or to allow the persons to repair the damage themselves. If the Chief Administrative Officer elects to allow the persons to repair the damage themselves, such repairs must be completed to the satisfaction of the Chief Administrative Officer within thirty (30) days of receipt of the notice of deficiency. If the damage is not satisfactorily repaired within the thirty (30) day period, the Chief Administrative Officer shall execute settlement of the collateral and use the proceeds to repair the damage. Regardless of which option is initially chosen by the Chief Administrative Officer, if the collateral is not sufficient to complete the necessary repairs, the Chief Administrative Officer shall facilitate the necessary repairs and persons shall reimburse the County Road Department for the cost of such repairs within ninety (90) days of receipt of an invoice from the County Road Department.

SECTION 10. Persons performing work within the County right-of-way shall be responsible for road damages, personal injury, property damages or any other damages caused by any negligence on their part, including but not limited to, the improper placing of or failure to display construction signs, danger signs and other required signage and will bear any expense proximately caused by their operation on the right-of-way. This applies whether the applicant or someone acting on the applicant's behalf performs the work. Persons shall provide proper signage, flaggers, barricades, flashing lights or other methods to warn the public of open trenches, obstructions or other impediments to travel. Signage shall conform to the most current edition of the Manual on Uniform Traffic Control Devices. Persons shall keep all traveled ways clear of obstructions and equipment not directly connected with the project or operation. Any inspection or control exercised by the Chief Administrative Officer of the County Highway Department shall in no way relieve the applicant from any duty or responsibility to the general public nor shall such services and/or control by the Chief Administrative Officer of the County Road Department relieve the applicant from any liability for loss, damage, or injury to persons or adjacent properties.

SECTION 11. For all utilities located above ground, including location signage, persons shall maintain sufficient weed and brush control within a ten (10) foot radius such that said utilities are easily visible. Wilson County assumes no responsibility for any damage to any utility that is improperly located, signed or maintained for visibility.

SECTION 12. If, at any future time, it should become necessary in the maintenance, construction or reconstruction of a county road to have applicant's utilities removed in order that said road may be properly maintained, constructed or reconstructed or in the event said utilities should, at any time, interfere with the use of said road, the applicant agrees, upon being requested so to do by the Road Department, to remove said utilities promptly, at its own expense and without cost to the road department, unless any requested removal should be contrary to any law of the State.

SECTION 13. Applicant shall be responsible for any conflicts with other utilities or appurtenances that are on the County road right-of-way and shall notify the respective owner(s) of any conflicts and secure the owner's permission for any alterations.

SECTION 14. By approving the applicant's permit request, the Wilson County Road Department does not grant the applicant any right, title or claim to any road right-of-way and in granting this permission to go upon the right-of-way does not, in any way, assume the maintenance of the applicant's utilities.

SECTION 15. Approval of an applicant's permit request shall become void if the work that is the subject of the request is not commenced within thirty (30) days of the date of the permit request.

SECTION 16. The Chief Administrative Officer of the County Road Department may employ the County Attorney, or other attorney as provided in Tennessee Code Annotated Section 54-7-110, to seek an injunction against any party in violation of these regulations. The Chief Administrative Officer of the County Road Department may issue a stop work order if work is being performed in

violation of these regulations. Any person violating these regulations shall also be subject to a fine of up to Five Hundred Dollars (\$500.00) per violation, pursuant to Tennessee Code Annotated Section 5-1-121. A "violation" is defined as each day a person is in non-compliance with these regulations.

(ADDITION TO SECTION 16): *Any fine assessed may be taken from any Letter of Credit on file.*

SECTION 17. A permit may be denied, suspended or revoked by the Chief Administrative Officer of the County Highway Department when the Chief Administrative Officer has determined that the operation is not being and/or will not be conducted in a manner as prescribed by applicable regulations, rules, resolutions, ordinances or laws. Any violations deemed of a significant nature by the Chief Administrative Officer of the County Highway Department, or unwarranted damages done to the road system, may result in a permit being denied, suspended or revoked. The Chief Administrative Officer of the County Road Department shall report all such actions to the County Road Commission and County Attorney. Failure to obtain a permit, abandoning the project, conducting work which is not in accordance with the plans approved by the Chief Administrative Officer of the County Road Department or obtaining a permit under the emergency provision when no emergency exists, may also be grounds for denial of future permit requests.

SECTION 18. Pursuant to the Competitive Cable and Video Services Act, Tennessee Code Annotated Section 7-59-310, as a condition of the issuance of a permit allowing for open trenching, the applicant shall provide at least fifteen (15) days' notice prior to the initiation of any work in the County right-of-way to all providers of cable or video services within the County. The notice shall include the particular dates in which the trenches will be available for such cable or video service providers for the installation of conduit, pedestals or vaults, and laterals. This requirement shall be limited to new construction or property development in which utilities will be laid in the County right-of-way.

SECTION 19. In addition to complying with the regulations set forth herein, applicants shall also comply with any and all applicable subdivision and storm water regulations.

SECTION 20. In the event of the occurrence of extraordinary circumstances, the Chief Administrative Officer of the County Road Department may modify provisions of these regulations to address the particular situation. The burden of proving such extraordinary circumstances rests with the individual seeking relief. Monetary hardship shall not constitute extraordinary circumstances. Any such approval of a variance from these regulations and any modified conditions or specifications issued by the Chief Administrative Officer shall be in writing.

SECTION 21. These regulations, as amended, shall be effective from and after January 1, 2015. Acknowledgment of receipt of a copy of these regulations shall be a part of the permit request.

SECTION 22. Wilson County reserves the right to modify this resolution in any manner in the future by a majority vote of the Wilson County Road Commission. Said modifications shall not require the approval of the Wilson County Commission, except for any modifications to the amount of any fine that may be assessed under this amended resolution.

SECTION 23. This resolution shall be effective from and after its passage, the public welfare requiring it.

APPROVED: _____, Chairman, Wilson County Road Commission
ATTEST: _____, Secretary, Wilson County Road Commission
DATE: _____

APPROVED: _____, Wilson County Mayor
ATTEST: _____, Wilson County Clerk
DATE: _____

RECOMMENDED FOR APPROVAL:

WILSON COUNTY ROAD COMMISSION
August 1, 2014
4-0-1

WILSON COUNTY ROAD COMMISSION (amendments)
December 5, 2014
4-0-1

ATTACHMENT A

WILSON COUNTY ROAD COMMISSION

ROAD COMMISSION CONTACT INFORMATION:

STAFF CONTACT: _____

PHONE NUMBER: _____

E-MAIL ADDRESS: _____

**** APPLICANT SHALL REMIT A PERMIT FEE IN THE AMOUNT OF \$ _____
ALONG WITH THE PERMIT REQUEST. ****

PERMIT REQUEST TO WORK WITHIN THE COUNTY RIGHT-OF-WAY

DATE AND TIME OF PERMIT REQUEST: _____

**REQUEST IS BEING MADE BY (APPLICANT): (Please provide name, address and
contact information)**

**APPLICANT SEEKS PERMISSION TO INSTALL, MAINTAIN AND/OR REMOVE THE
FOLLOWING DESCRIBED UTILITIES WITHIN THE COUNTY RIGHT-OF-WAY:**

AT THE FOLLOWING DESCRIBED LOCATION:

GPS LOCATION: _____

LOG MILES (BEGINNING/ENDING): _____

TYPE OF WORK TO BE PERFORMED:

REQUEST TO CUT ROAD: _____

REQUEST TO BORE UNDER ROAD: _____

EXPECTED STARTING DATE: _____

EXPECTED COMPLETION DATE: _____

I do hereby certify that I am an authorized representative of:

and have the authority to make this application.

SIGNATURE

DATE

PERMIT REQUEST APPROVED: _____

PERMIT REQUEST DISAPPROVED: _____

IF APPROVED:

APPROVAL IS TO CUT UNDER THE ROAD: _____ OR BORE UNDER THE ROAD: _____

**WILSON COUNTY ROAD SUPERINTENDENT
OR HIS AUTHORIZED DESIGNEE**

14-12-4

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF WILSON COUNTY, TENNESSEE TO
AMEND THE BUDGET AND APPROPRIATION RESOLUTION FOR FISCAL YEAR 2014-2015 TO MAKE AN
ADDITIONAL APPROPRIATION FROM THE COUNTY CLERK DATA PROCESSING RESERVE**

BE IT RESOLVED by the Board of County Commissioners of Wilson County, Tennessee that the budget and appropriation resolution for fiscal year 2014-2015 be, and the same is hereby amended, to make an appropriation from the County Clerk Data Processing Reserve, all as shown on the attached budget amendment request form.

SPONSOR

RECOMMENDED FOR APPROVAL:

BUDGET COMMITTEE
December 4, 2014
4-0-1

14-12-5

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF WILSON COUNTY,
TENNESSEE TO REFLECT REVENUES RECEIVED BUT NOT INCLUDED IN THE ORIGINAL
BUDGET FOR THE 2014-2015 FISCAL YEAR AND TO AMEND THE BUDGET AND
APPROPRIATION RESOLUTION FOR THE 2014-2015 FISCAL YEAR TO TRANSFER THESE
FUNDS INTO ARCHIVES**

BE IT RESOLVED by the Board of County Commissioners of Wilson County,
Tennessee that the budget and appropriation resolution for fiscal year 2014-2015 be,
and the same is hereby amended, to reflect revenues received but not included in the
original budget for fiscal year 2014-2015 and further amended by making the following
additional appropriation to Archives, all as shown on the attached budget amendment
request form.

SPONSOR

RECOMMENDED FOR APPROVAL:

BUDGET COMMITTEE
December 4, 2014
4-0-1

14-12-6

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF WILSON COUNTY,
TENNESSEE TO AMEND THE BUDGET AND APPROPRIATION RESOLUTION FOR THE
2014-2015 FISCAL YEAR TO MAKE AN ADDITIONAL APPROPRIATION IN THE GENERAL
FUND TO OTHER CHARGES**

BE IT RESOLVED by the Board of County Commissioners of Wilson County,
Tennessee that the budget and appropriation resolution for fiscal year 2014-2015 be,
and the same is hereby amended, to make an additional appropriation in the General
Fund, all as shown on the attached budget amendment request form.

SPONSOR

RECOMMENDED FOR APPROVAL:

INSURANCE COMMITTEE
December 2, 2014
4-0-1

BUDGET COMMITTEE
December 4, 2014
4-0-1

14-12-7

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF WILSON COUNTY,
TENNESSEE TO AMEND THE BUDGET AND APPROPRIATION RESOLUTION FOR THE
2014-2015 FISCAL YEAR TO MAKE AN ADDITIONAL APPROPRIATION IN THE CAPITAL
PROJECTS FUND**

BE IT RESOLVED by the Board of County Commissioners of Wilson County,
Tennessee that the budget and appropriation resolution for fiscal year 2014-2015 be,
and the same is hereby amended, by making an additional appropriation in the Capital
Projects Fund, all as shown on the attached budget amendment request form.

SPONSOR

RECOMMENDED FOR APPROVAL:

PUBLIC WORKS COMMITTEE

December 2, 2014

6-0-1

BUDGET COMMITTEE

December 2, 2014

4-0-1

14-12-8

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF WILSON COUNTY,
TENNESSEE TO AMEND THE BUDGET AND APPROPRIATION RESOLUTION FOR THE
2014-2015 FISCAL YEAR TO MAKE AN ADDITIONAL APPROPRIATION IN THE CAPITAL
PROJECTS FUND**

BE IT RESOLVED by the Board of County Commissioners of Wilson County,
Tennessee that the budget and appropriation resolution for fiscal year 2014-2015 be,
and the same is hereby amended, by making an additional appropriation in the Capital
Projects Fund, all as shown on the attached budget amendment request form.

SPONSOR

RECOMMENDED FOR APPROVAL:

PUBLIC WORKS COMMITTEE

December 2, 2014

6-0-1

BUDGET COMMITTEE

December 2, 2014

4-0-1

1412-9

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF WILSON COUNTY,
TENNESSEE TO AMEND THE BUDGET AND APPROPRIATION RESOLUTION FOR THE
2014-2015 FISCAL YEAR TO MAKE AN ADDITIONAL APPROPRIATION IN THE CAPITAL
PROJECTS FUND**

BE IT RESOLVED by the Board of County Commissioners of Wilson County,
Tennessee that the budget and appropriation resolution for fiscal year 2014-2015 be,
and the same is hereby amended, by making an additional appropriation in the Capital
Projects Fund, all as shown on the attached budget amendment request form.

SPONSOR

RECOMMENDED FOR APPROVAL:

PUBLIC WORKS COMMITTEE
December 2, 2014
6-0-1

BUDGET COMMITTEE
December 2, 2014
4-0-1

12

BUDGET AMENDMENT REQUEST FORM

Department: Capital Projects

Fund Name: Capital Projects
Fund Number: 189

Public Works: 12-2-14
Budget: 12-4-14

Account Number (include Object Code)	Account Description	Debit	Credit
189-39000	Fund Balance	\$ 21,000.00	
189-57100-799	Other Capital Outlay		\$ 21,000.00
TOTAL		\$ 21,000.00	\$ 21,000.00

EXPLANATION FOR CHANGE: Request funding for updating plans and preparation to put out to bid an addition on the Ag Extension office.

14-12-10

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF WILSON COUNTY,
TENNESSEE TO AMEND THE BUDGET AND APPROPRIATION RESOLUTION FOR FISCAL
YEAR 2014-2015 TO MAKE AN ADDITIONAL APPROPRIATION TO THE COUNTY
MAYOR'S OFFICE**

BE IT RESOLVED by the Board of County Commissioners of Wilson County,
Tennessee that the budget and appropriation resolution for fiscal year 2014-2015 be,
and the same is hereby amended, to make an additional appropriation to the County
Mayor's Office, all as shown on the attached budget amendment request form.

SPONSOR

RECOMMENDED FOR APPROVAL:

BUDGET COMMITTEE
December 4, 2014
4-0-1



**WILSON COUNTY BUILDING INSPECTOR
233 EAST GAY STREET,
WILSON COUNTY COURTHOUSE ANNEX
LEBANON, TN 37087
PHONE (615) 444-3025
FAX (615) 443-6194**

TO: WILSON COUNTY COMMISSION
FROM: WILSON COUNTY BUILDING INSPECTOR
DATE: 11/1/2014 thru 11/30/2014

ACTIVITY REPORT

NUMBER OF PERMIT APPLICATIONS	37
NUMBER OF PERMITS ISSUED	48
NUMBER OF CERTIFICATES OF COMPLIANCE	42
TOTAL MONEY COLLECTED (PERMITS)	\$27,951.80
NUMBER OF ADEQUATE FACILITIES TAX	52
TOTAL MONEY COLLECTED (AFT)	\$170,510.75

YEAR TO DATE 07/01/2014 thru 11/30/2014

PERMIT APPLICATIONS	298
PERMITS ISSUED	283
CERIFICATES OF COMPLIANCE	207
TOTAL MONEY	\$345,568.05
NUMBER OF AFT	423
TOTAL MONEY	\$2,518,271.05

Minutes of the Wilson County Library Board – August 4, 2014

The Wilson County Library Board met in regular session Monday, August 4, 2014 at the Lebanon Library. A quorum having been met, the meeting was called to order at 5:30 p.m. by Chairman Jim Mills.

Members present: Connie Wright, Kevin Huddleston, Carolyn Miller, Bettye Stone, and Diane Weathers. Members absent: William Taylor. Also present were Stone’s River Regional Library Board members, Peggy Simpson, Betty Jo Dedman, and Regional Director, Betty Jo Jarvis; Wilson County Librarians Alesia Burnley, Nancy Armstrong, and Pamela Wiggins.

On motion by Bettye Stone, seconded by Diane Weathers, the minutes of the June 2nd meeting were approved.

The financial report was given by Treasurer Carolyn Miller. On motion by Kevin Huddleston, seconded by Connie Wright, the report was approved.

Chairman Mills noted the circulation reports were in the board packet as follows:

Circulation

	<u>Lebanon</u>	<u>Mt. Juliet</u>	<u>Watertown</u>
May	22,324	29,095	2,401
June	39,737	45,936	3,867

People Count

May	10,739	10,913	2,019
June	17,747	20,240	2,940

Computer Usage

May	2,536	1,436	303
June	2,496	1,409	321

A total of 1,324 new library cards were issued in the Wilson County Library system in May and June 2014.

Stone’s River Regional Director, Betty Jo Jarvis, announced the date of the annual Trustee Workshop as October 3rd, to be held at the Brentwood Library. She also distributed the manual for Tennessee Standards for Non-Metropolitan Public Libraries. Public library standards provide specific criteria by which libraries can be measured and evaluated.

Alesia Burnley reported the needs assessment for \$21,800 has been forwarded to the county Budget Committee for approval at their next meeting. She also reported the money received from City of Lebanon remained status quo at \$112,673, Mt. Juliet’s increased to \$129,700/year and Watertown will be voted on in September. The Chairman will meet with the Lebanon city council to see if an increase for next year would be a likely.

Nancy Armstrong reported on the roof repair at Mt. Juliet. There is money in her budget to cover what insurance does not.

Alesia Burnley introduced Chris Jaco, the newly hired IT specialist. Chris most recently was an employee of the Tennessee State Library and Archives.

There were two policy changes addressed. A new policy included under conduct, will be not to allow "e" cigarettes in the libraries. It was also noted that patrons are requesting more time while using computers. The current policy is one hour and 30 minutes for visitors. Peggy Simpson made the motion to increase the time limit to 90 minutes if there is no one waiting to use the computer. The motion was seconded by Bettye Stone.

Alesia Burnley noted the 2013-2018 Long Range Plan was included in the packet mail out and has been updated. She also reported the recent library board reappointments were approved by the county commission. The Wilson County Fair will be August 15-23. Lebanon Library is responsible for decorating and setting up the booth for the libraries this year.

Nancy Armstrong reported the contract for cell tower, which was to be located behind the Mt. Juliet library, has been pulled. Nancy Armstrong requested permission for the building of a walkway between the library and Grace United Methodist Church. The pre-school children from the church would use this walkway to get to the library. The church parking lot may be used for parking overflow. This is an Eagle Scout project. The motion was made to approve by Carolyn Miller and seconded by Kevin Huddleston.

The summer reading program was another success with all three libraries with the respective library directors reporting the following:

	<u>Children signed up</u>	<u>Teens</u>	<u>Adults</u>	<u>Fair Passes</u>
<u>Lebanon:</u>	1766	124	114	747
<u>Mt. Juliet:</u>	1985	63	94	599
<u>Watertown:</u>	175	15	12	53

Alesia Burnley requested the Lebanon Library be closed for October 14-17 to move shelving, install new countertop for circulation desk, paint the foyer and bathrooms and clean carpets and tiles. Kevin Huddleston made the motion to close during the days noted, and seconded by Bettye Stone.

Items to be declared surplus are:

2 CPUs and 1 printer – Lebanon; 2 CPUs; 7 old round tables, 8 long tables – Mt. Juliet. Motion to declare surplus made by Bettye Stone, seconded by Diane Weathers.

Alesia Burnley announced Mayor Hutto was bringing the building addition of the Mt. Juliet library before the Public Works committee tomorrow night, August 5. If this is approved, it will be brought before the next Budget Committee meeting for approval. The request is for an additional 14,000 square feet to the present Mt. Juliet Library building.

There being no further business, on motion by Carolyn Miller, the meeting adjourned at 6:30.

Wilson County Planning Commission Minutes

The Wilson County Planning Commission met Friday, October 17, 2014 at 11:00 a.m. in the County Commission Room of the Wilson County Courthouse located at 228 East Main Street Lebanon, Tennessee pursuant to public notice. Those members present were Dixon, Hutto, Jewell, Jones, Major, Nokes, Williams and Woods constituting the entire membership with the exception of Fitzpatrick and Locke who were absent. Also present were the County Planning Staff, County Building Inspectors Staff, County Attorney and Court Reporter Teresa Hatcher hired by the County.

The minutes of the September 19, 2014 meeting were approved on motion of Woods second by Major and all voting aye.

With the absence of Chairman Fitzpatrick, co-chair John Jewell presided over the meeting asking all individuals who desired to make statements before the Commission to stand and raise their right hand. He thereupon, administered the oath to each and every one of the prospective witnesses.

Plats for affirmation:

On motion of Major second by Dixon with all voting aye the following plats were affirmed.

Soils Amendment: W E Gray Subdivision Lot 2 Lake Drive	1 lot 10K/A/18.01
Rsb.; Michael B. Pryor Property SE Tater Peeler Road	2 lots 91/87.00
Rsb.; Oliver/Dugdale Property Athens Road	2 lots 21/3.05 & 6.04
Subdv.; Lana Christian Property Lone Oak Road	2 lots 121/11.01

Old Business:

A resolution to amend the Wilson County Zoning Ordinance to add or clarify the definition of bed and breakfast facility/inn, and place additional provisions upon said defined use where they appear within the Zoning Ordinance.

Planner Brashear stated this amendment was deferred to allow time for County Attorney Jennings to research issues on why this amendment is before you, the amendment has to do with a home in a residential area renting out nightly and or weekly causing problems by having house party situations causing a nuisance Mr. Brashear stated that County Attorney Jennings sent a letter to his office saying he had enough information to file suit because of the Zoning Ordinance violations, public nuisance and public safety issues, Brashear questioned Jennings if by receiving this letter if it meant he is going forward with the lawsuit.

Brashear submitted an article from theguardian.com reporting that the New York State Attorney General feels as though these types of sites are illegal.

County Attorney Jennings stated he feels the Planning Commission should continue with the ordinance; in regard to the existing bed and breakfast facilities he will file a lawsuit under current standards.

Building Inspector Sloan stated he is okay with the ordinance as they are the codes enforcement office for the County.

Planning member Major questioned how this amendment would affect people who have events.

Planner Brashear stated none if they do not have overnight accommodations.

After further discussion on motion of Williams second by Woods, Major voting NO, all others voting aye, the amendment will be forwarded to the Wilson County Commission with a positive recommendation.

New Business:

NO NEW SUBMITTALS FOR SITE PLANS OR PLATS

Planner Brashear then took a moment to remember the passing of Mr. Gilbert Graves stating he was a founding member of the Wilson County Planning Commission and will be greatly missed.

There being no further business to come before the Commission the meeting was adjourned.

Mr. Jewell noted the staff recommendations and related discussions had entered into the decision making of the Commission and directed the staff recommendations to be placed in the minute attachment file. There being no further business to come before the Commission at this time, the same was on motion duly made and seconded, adjourned.

Randall Hutto, Secretary

November 14th, 2014

The Wilson County Road Commission met in regular session on November 14th, 2014 at 9:00 am, with the following members present: Mayor Randall Hutto, Commissioner Terry Scruggs, Commissioner Kenny Reich, Commissioner Jeff Joines, Commissioner Becky Siever,

Major Hutto welcomed all guests to the Road Commission Meeting.

Commissioner Siever made the motion to approve the minutes of October 3rd, 2014 Road Commission meeting as presented, second by Commissioner Reich motion carried.

DELEGATIONS: Commissioner Terry Ashe, District 12 stated concerns with the curb put on Davis Lane. Ms. Ruth Donnell and Mr. Steve Del Aquillo were also present to state concerns. Commissioner Terry Scruggs made the motion to remove the curb and the road be restored back to its natural state. Commissioner Reich second the motion, after stating no one is allowed to work in the county rights of way except for the county, motion carried.

ASSISTANT SUPERINTENDENTS REPORT:

Assistant Lynch stated paving has stopped for the year with still some patching being done.

Milling projects to be done.

Will be bringing specs to the board for approval of getting tractors in December or January.

Assistant Lynch stated the Road Commission will be closed the last two weeks of December.

Commissioner Reich made the motion to approve Assistant Lynchs report, second by Commissioner Joines, motion carried.

SUPERINTENDENT REPORT:

Subdivision Report

2 year maintenance report

Discussion on Highlands of Poplar Ridge Subdivision

Commissioner Reich made the motion to accept Superintendent Armistead's report, second by Commissioner Scruggs, motion carried.

COUNTY ATTORNEYS REPORT:

After much discussion on the ROW Utility Resolution Commissioner Joines made the motion to have the resolution implemented by January 1st, 2015, after a work session on November 23, 2014 to review emails and concerns from the utility companies with all utilities having a copy sent to them in December, second by Commissioner Reich, motion carried. WWUD Director Freddie Weston and WWUD Attorney Alan Poindexter were in attendance.

Attorney Jennings stated he researched the law and could not find where you could or could not stop semi-trucks from using the roadway. Commissioner Joines made the motion to have signs made up that stated no trucks unless for a local delivery, Commissioner Reich seconds the motion, motion carried.

Commissioner Joines made the motion to accept Attorney Jennings report, second by Commissioner Reich, motion carried.

OLD BUSINESS:

NEW BUSINESS

Being of no further business, Commissioner Reich made the motion to adjourn the Wilson County Road Commission Meeting, second by Commissioner Joines motion carried.

Wilson County Road Commission

Approved

Chairman

Secretary
