

STEERING COMMITTEE MINUTES

The Steering Committee of the County Commission of Wilson County, Tennessee met in regular session on Thursday, November 8, 2012 at 6:45p.m. in the upstairs Conference Room at the Wilson County Courthouse in Lebanon, Tennessee. Those members present were Commissioners Paul Abercrombie, Billy Rowland, Annette Stafford, Jeff Joines, Mike Justice, Eugene Murray, Gary Keith, Wendell Marlowe and Randy Hall, being all the members of the Committee with the exception of Commissioners Clint Thomas, Bernie Ash, Kenneth Reich, Fred Weston and Adam Bannach, who were absent. Also present was County Mayor Randall Hutto and County Attorney Michael R. Jennings.

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

The proposed agenda for the November 19, 2012 County Commission meeting was discussed. County Attorney Jennings noted the need to add under "Elections and Appointments" one (1) member of the Wilson County Emergency Communications District Board to fill an unexpired term. He also asked Committee members if they wish to move the "Public Hearing for Zoning Purposes One Hour after Commission Convenes" back to the end of the agenda. Since it is advertised as occurring one hour after the Commission convenes, its current location on the agenda would cause it to have to be considered before that one hour has passed. The Committee determined that it should be moved to the end of the agenda.

Motion to recommend approval of the proposed agenda of the November 19, 2012 County Commission meeting with the changes noted was made by Commissioner Marlowe, seconded by Commissioner Abercrombie and carried unanimously.

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

MINUTES COMMITTEE MINUTES

The Minutes Committee of the County Commission of Wilson County, Tennessee met in regular session on Thursday, November 8, 2012 at 6:30p.m. in the upstairs Conference Room at the Wilson County Courthouse in Lebanon, Tennessee. Those members present were Commissioners Paul Abercrombie, Billy Rowland and Jerry McFarland, being all the members of the Committee with the exception of Commissioners Clint Thomas and Fred Weston, who were absent. Also present was County Mayor Randall Hutto and County Attorney Michael R. Jennings.

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

The minutes of the October 15, 2012 County Commission meeting were presented and reviewed. Motion to recommend these minutes to the full County Commission was made by Commissioner Rowland, 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 Rowland, the Committee voted unanimously to adjourn.

**EMERGENCY MANAGEMENT AGENCY COMMITTEE
MINUTES**

The Emergency Management Agency Committee of the County Commission of Wilson County, Tennessee met in regular session on Thursday, October 18, 2012 at 6:30 p.m. in the upstairs Conference Room at the Wilson County Courthouse in Lebanon, Tennessee. Those members present were Commissioners Bernie Ash, Sara Patton, Wendell Marlowe, Randy Hall and Kenneth Reich, being all the members of the Committee with the exception of Commissioners Becky Siever and Clint Thomas, who were absent. Also present was WEMA Director John Jewell, Brian Newberry, Steve Spencer and Rick Woodard of the WEMA staff, Finance Director Aaron Maynard and County Attorney Michael R. Jennings.

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

The minutes of the September 11, 2012 meeting were presented. Motion to approve these minutes as printed was made by Commissioner Marlowe, seconded by Commissioner Patton and carried unanimously.

Rick Woodard distributed a three-page handout of items that WEMA would like to have declared surplus for sale or disposal. WEMA Director Jewell explained the handout. Brian Newberry requested that (7) AEDs be added to the list. These were donated by the State many years ago and the company that makes these is now out of business. We have had these items for years. These items would be declared surplus for destruction. Motion to declare these items surplus and to destroy the (7) AEDs was made by Commissioner Hall, seconded by Commissioner Marlowe and carried unanimously. A copy of this list is attached to these minutes and incorporated herein by reference.

WEMA Director Jewell then distributed a three-page handout with the "WEMA FY13 Needs Requests", the "WEMA FY2013 Needs v. Cuts" and a budget amendment request form. He noted that these documents attempt to follow the request of the Budget Committee not to take any money from the part time and overtime line items.

Director Jewell explained that the first page contains the entire list of needs for the department which were all rejected by the Budget Committee. It does take the part time and overtime line items out of the mix. Director Jewell explained the second page and his request to reallocate \$34,074.

Chairman Ash asked about the fuel line item. Will we be running out of fuel this year? Rick Woodard responded that the best estimate is that we could run out in January or February of 2013. Commissioner Reich would like to resolve the fuel issue now rather than wait 4 to 6 more weeks.

Rick Woodard went over the proposed budget amendment with the Committee. After some discussion, motion to send back the budget amendment that was rejected was made by Commissioner Reich. After further discussion, this motion was withdrawn.

Motion to send to the Budget Committee the proposed budget amendment and to take \$40,500 each out of the part time and overtime line items to meet the needs of the department was made by Commissioner Marlowe, seconded by Commissioner Reich and carried unanimously.

Commissioner Hall presented to the Committee an e-mail he had received from Mt. Juliet Vice Mayor James Maness. Vice Mayor Maness is asking Commissioner Hall to do a resolution on these three items. Chairman Ash noted this is the same thing that we had considered last month. No action was taken on this request.

Brian Newberry discussed with the Committee 21 cabinet locks that they have that are surplus. He would like to have (19) of these declared surplus and give Montgomery County (2) which they have requested. Motion to declare 19 cabinet locks as surplus was made by Commissioner Marlowe, seconded by Commissioner Patton and carried unanimously.

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

LAW ENFORCEMENT COMMITTEE MINUTES

The Law Enforcement Committee of the County Commission of Wilson County, Tennessee, met in called session on Monday, October 12, 2012 at 6:30p.m. in the upstairs Conference Room at the Wilson County Courthouse in Lebanon, Tennessee. Those members present were Commissioners Kenneth Reich, Jerry McFarland, Terry Scruggs, Paul Abercrombie, Chad Barnard, Mike Justice and William Glover, being all the members of the Committee. Also present was County Mayor Randall Hutto and County Attorney Michael R. Jennings.

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

Chairman Justice asked County Mayor Hutto if any more applications had been turned in for Sheriff. Mayor Hutto replied that the only ones received were from Mt. Juliet Assistant Police Chief James Hambrick and Interim Sheriff Robert Bryan.

Motion that the Law Enforcement Committee support Robert Bryan to fill the unexpired term as Sheriff of Wilson County was made by Commissioner Reich, seconded by Commissioner Glover. Chairman Justice advised the Committee that he had agreed to nominate Robert Bryan. The motion then carried unanimously.

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

EDUCATION COMMITTEE MINUTES

The Education Committee of the County Commission of Wilson County, Tennessee met in regular session on Thursday, November 8, 2012 at 6:00p.m. in the upstairs Conference Room at the Wilson County Courthouse in Lebanon, Tennessee. Those members present were Commissioners Annette Stafford, Paul Abercrombie, Terry Scruggs, Chad Barnard, Randy Hall, Jeff Joines and Becky Siever, being all the members of the Committee. Also present was County Mayor Randall Hutto, Deputy Director of Schools Mickey Hall, Commissioners Billy Rowland, Jerry McFarland and Sara Patton and County Attorney Assistant Jan Jewell.

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

The minutes of the October 4, 2012 meeting were presented. Motion to approve these minutes as printed was made by Commissioner Abercrombie, seconded by Commissioner Scruggs and carried unanimously.

Deputy Director Mickey Hall presented a School Board budget amendment for Special Education issues. Motion to recommend this budget amendment request to the Budget Committee was made by Commissioner Abercrombie, seconded by Commissioner Hall and carried unanimously.

Chairman Stafford advised that she would like to discuss the proposed junior high for the old Lebanon High School property. She recessed the meeting until Director of Schools Mike Davis could arrive at the meeting.

Upon Director Davis' arrival, Chairman Stafford called the meeting back to order. She expressed her concerns about the School Board's recent action at their meeting on Monday night to attempt to make the old Lebanon High School property into a Lebanon Junior High. Director Davis noted that the school issues are governed by the School Board. The County Commission only deals with the school budget. There was much discussion on this issue. Chairman Stafford noted that she was more upset that members of the County Commission were not informed before this issue was discussed. Many Commissioners had constituents calling them to ask them about it when they did not know it was scheduled to be discussed at last Monday's School Board meeting. It made the County Commissioners look stupid before their constituents.

Several members of the Committee requested Director Davis to put the Education Committee members on the e-mail list for future School Board meetings. Other Commissioners in attendance also requested to be added to that list.

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

AG MANAGEMENT COMMITTEE

October 18, 2012

Members Present: Chairman Jeff Joines, James Spears, Jo Smith, Commissioner Terry Scruggs, Commissioner Kenny Reich, Commissioner Jerry McFarland, Gilbert Graves, Terry McPeak and Quintin Smith .

Guests: Brenda Moss and David Brooks

Staff Present: Larry Tomlinson and Donna Bane

Chairman Jeff Joines called the meeting to order at 6:00P.M. and acknowledged a quorum was present. Chairman Jeff Joines led the prayer. Commissioner Kenny Reich led the Pledge of Allegiance. Commissioner Kenny Reich made a motion to approve the minutes of the August 2, 2012 meeting. Commissioner Jerry McFarland seconded the motion and passed unanimously.

Director Larry Tomlinson introduced Brenda Moss and explained that Wilson County Board of Education donated two portable classrooms. One of the buildings has been set up and is being used as a first aid building. The second one, Fiddlers Grove Foundation has been given a train display and would like to use the building to house the display. Brenda Moss introduced herself as the President of the Fiddlers' Grove Foundation. Mr. Pulley's family donated a wonderful train collection to Fiddlers Grove. The portable classroom is self contained with restrooms and

heat /air conditioning. We would like to take the building and retro fit it into Fiddlers Grove and make it look like a depot. This will make it look old and historic. We would like it placed on the other side of the church. We are asking for the committee's approval. Brenda Moss introduced David Brooks. Mr. Brooks passed around pictures for everyone to look through and stated Mr. Pulley collected Lionel trains for 34 years and built the display that is 16.5 ft. wide by 27 ft. long. It will be taken apart and put back together by volunteers. Several people have expressed an interest to donate even more trains to us. Commissioner Kenny Reich asked if the foundation will be hooking up the plumbing and placing it on the foundation. Brenda Moss said yes. Commissioner Kenny Reich made a motion to allow the placement of the portable classroom in Fiddlers Grove since it will be made to look like a depot. Commissioner Terry Scruggs seconded the motion and passed unanimously.

Director Larry Tomlinson explained the other reason for the meeting is to discuss the sign. We need for the committee to establish guidelines for the fees to use the sign. Chairman Jeff Jolnes appointed a committee to establish the fees. The committee will consist of Jo Smith, James Spears, Hale Moss, Jeff Joines and Larry Tomlinson. After much discussion, Jo Smith suggested we don't charge for using the sign until January 1, 2013 to give us time to establish fees.

James Spears made a motion to adjourn. Commissioner Jerry McFarland seconded the motion and passed unanimously. Without further discussion, the meeting was adjourned.

ANIMAL CONTROL COMMITTEE MINUTES

The Animal Control Committee of the County Commission of Wilson County, Tennessee met in regular session on Thursday, November 8, 2012 at 5:00 p.m. in the upstairs Conference Room at the Wilson County Courthouse in Lebanon, Tennessee. Those members present were Nancy Andrews and Commissioners Wendell Marlowe, Jerry McFarland and Chad Barnard, being all the members of the Committee with the exception of Chris McAteer, who was absent. Also present was Animal Control Director Mary Burger, Assistant Animal Control Director Paula Heird, County Mayor Randall Hutto, County Commissioner Terry Scruggs and Assistant to the County Attorney Jan Jewell.

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

The minutes of the October 4, 2012 meeting were presented. Motion to approve the minutes as printed was made by Commissioner Barnard, seconded by Commissioner McFarland and carried unanimously.

Director Mary Burger reviewed the monthly report for October, 2012. She reviewed the contents of the report, both by totals and by district. Commissioner McFarland asked questions about the Judge's order to euthanize a dog. Motion to approve the report was made by Commissioner McFarland, seconded by Commissioner Barnard and carried unanimously.

The Committee inquired about the status of the requested Attorney General's opinion. Jan Jewell explained that contact had been made with Representative Pody's office, who has agreed to submit the request to the Attorney General's office.

Mary Burger informed the Committee that she has no overtime pay available for employees. Currently they are using compensatory time. Chairman Marlowe asked how many hours had accumulated at this time. Ms. Burger responded "approximately thirty (30) hours". Chairman Marlowe asked Director Burger to seek advice from Finance Director Maynard on this issue.

Director Burger also advised that the line item for fuel would not be enough for the entire budget year.

Mayor Hutto suggested using one-half of the "balance on hand" to clear the current accumulated overtime hours.

Motion to have the Finance Director determine how overtime vs. comp time is to be handled in the future and to use \$1,820 (one-half of the balance on hand) for the accumulated overtime hours of approximately thirty (30) hours was made by Commissioner McFarland, seconded by Nancy Andrews and carried unanimously.

Director Burger discussed with the Committee the need for she and her employees to obtain pre-rabies vaccinations. The cost at Vanderbilt is \$1,935.00. The cost at the County's clinic is \$2,293.00. The Committee discussed whether Line Item #399 (other contracted services) could be used for this purpose. Motion to use Line Item #399 for these vaccinations was made by Commissioner McFarland, seconded by Nancy Andrews and carried unanimously.

Mary Burger proudly presented to the Committee a Certificate of Completion for NACA 100 Level 1 that she had obtained from the National Animal Control Association. Director Burger scored a 94%.

Commissioner McFarland commended Director Burger and her staff for their continued efforts to better the program.

Chairman Marlowe suggested that the Animal Control Committee not meet in December but next meet on January 10, 2013, unless the County Attorney has some issues that need to be discussed sooner.

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

DEVELOPMENT AND TOURISM COMMITTEE MINUTES

The Development and Tourism Committee of the County Commission of Wilson County, Tennessee met in called session on Thursday, October 25, 2012 at 6:00p.m. in the upstairs conference room at the Wilson County Courthouse in Lebanon, Tennessee. Those members present were Commissioners Clint Thomas, Eugene Murray, Nathan Clariday, William Glover and Jim Bradshaw, being all the members of the Committee. Also present was Finance Director Aaron Maynard and County Attorney Michael R. Jennings.

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

Motion to approve the minutes of the June 7, 2012 meeting as printed was made by Commissioner Bradshaw, seconded by Commissioner Clariday and carried unanimously.

Chairman Thomas welcomed Commissioner Nathan Clariday as the newest member of this committee. He is taking the place of former Commissioner Stephanie McDonald, who has resigned from the County Commission.

Chairman Thomas explained the purpose of the meeting this evening is to have a general discussion on "this is where we are". The County Mayor's office is currently handling the residual effects of tourism such as phone calls.

Chairman Thomas suggests that we hire a part-time staffer to monitor the calls. Now, many times, callers will leave a message on a voice recorder and the call will get returned from the Mayor's office.

Commissioner Glover asked if Bethany, the new employee in the HR Department which transferred from Finance, could do this?

Commissioner Murray noted that he had talked with Sue Vanatta, Director of the Lebanon-Wilson County Chamber, and they can absorb these duties and move forward. Commissioner Murray asked "What money do we have"?

Commissioner Bradshaw suggested hiring a part-time employee at \$12.00 per hour, to work twenty (20) hours per week. The yearly cost for this employee will be \$12,480.00. County Attorney Jennings asked if the Committee had considered possibly assigning grant writing/tourism duties to an employee. If we are going to have a new part-time employee for tourism, could this employee also seek grants? This would be a way of paying for this employee.

Director Maynard asked that the request be for \$13,500.00, to have enough to cover the cost of Social Security and Medicare.

Motion to send to the Budget Committee a request for \$13,500 for a part-time tourism employee to work up to twenty (20) hours per week was made by Commissioner Bradshaw,

seconded by Commissioner Clariday. As discussion, the Committee determined that this committee, Development and Tourism, would set up the parameters of the job and establish the goals and objectives. This employee would report to the Mayor. A written quarterly report would be given. This employee would give a monthly email report to Committee members only. All these things were included as a part of the motion. The motion then carried by a vote of 4-FOR with Commissioner Murray voting NO.

Commissioner Bradshaw asked if a report should be given on the newly established Ad Hoc Committee. Commissioner Murray, who is the Chairman of that committee, advised that he is meeting with Debbie Green on Friday morning to consider a rough draft for policies and procedures in seeking non-profit appropriation. This will be run by the Finance Director then back to the Ad Hoc Committee.

Commissioner Glover discussed with the committee that, because we have no one from tourism to meet with these large events, the possibility of individual committee members going to these different events and meeting them on behalf of the County.

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

JUDICIAL COMMITTEE MINUTES

The Judicial Committee of the County Commission of Wilson County, Tennessee met in called session on Thursday, November 8, 2012 at 6:30p.m. in the County Commission Meeting Room at the Wilson County Courthouse in Lebanon, Tennessee. Those members present were Commissioners Gary Keith, Eugene Murray, Randy Hall and Mike Justice, being all the members of the Committee with the exception of Jason Brockman, who was absent. Also present was Finance Director Aaron Maynard and Assistant to the County Attorney Jan Jewell.

Chairman Keith called the meeting to order at 6:35p.m. and determined that a quorum was present.

Minutes of the July 16, 2012 and July 23, 2012 meetings were presented. Motion to approve both sets of minutes as printed was made by Commissioner Hall, seconded by Commissioner Murray and carried unanimously.

Laura Swanson of CASA was present requesting the appropriation from last year of approximately \$80,000 from the Victim's Assistance Litigation Tax. Finance Director Maynard suggested that, instead of Ms. Swanson having to appear every year and request this money, the Committee may want to consider releasing these funds to CASA twice a year or on a quarterly basis. After some discussion, motion to pay these funds to CASA on a semi-annual basis was made by Commissioner Justice, seconded by Commissioner Hall. It was noted that the funds collected during fiscal year 2011-2012 would be paid now, those collected from July-December, 2012 would be paid in January, 2013 and those collected from January-June, 2013 would be paid in July. The motion carried unanimously.

Motion to place this in resolution form was made by Commissioner Murray, seconded by Commissioner Justice and carried unanimously.

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

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, November 2, 2012 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 County Mayor Randall Hutto and Commissioners Billy Rowland, Adam Bannach and Kenneth Reich, being all the members of the Board with the exception of Commissioner Jeff Joines, who was absent. Also present was Landfill Superintendent Cindy Lynch, Finance Director Aaron Maynard, Wilson County Planner Tom Brashear, Stormwater Director John Dewaal, Commissioner Sara Patton and County Attorney Michael R. Jennings.

Chairman Hutto called the meeting to order at 9:35 a.m. and determined that a quorum was present.

The minutes of the October 5, 2012 meeting were presented. Motion to approve these minutes as printed was made by Commissioner Rowland, seconded by Commissioner Bannach and carried unanimously.

There were no delegations to appear before the Board with regard to Solid Waste.

County Attorney Jennings advised that he had no Legal Report.

Superintendent Lynch gave the Solid Waste Report. Mayor Hutto advised that he had made the rounds at three of the convenience centers and everything appears to be going very well. Why are most of our employees part time and not full time? Superintendent Lynch noted that it is for insurance purposes. Her budget cannot afford the costs of health insurance. There are only two full time employees at the convenience centers.

Superintendent Lynch reported that 4,653 cubic yards were collected in the month of October for total revenue of \$41,873.51. This is an approximate increase of 25% over the same period of time last year. Our revenue-to-date for the year is up \$27,660.

In collections and hauling, 1,344.46 tons were collected and hauled to either Smith County or recycled. 2,730 cubic yards were hauled to the Class III/IV Landfill. These numbers are up slightly over the same period of time a year ago. Recycling is up approximately 15 tons, even though the revenue is down. Prices in many recyclable items have "bottomed out". The price for cardboard and plastics is down dramatically.

There were 260 pulls during the month of October. 7 loads of cardboard were taken from our 3 convenience centers with compactors. A year ago, we had 32 loads of cardboard. We continue to save money in this area.

Superintendent Lynch advised that the landfill and convenience centers would be closed on Thanksgiving and the day after. The landfill is now closed on the weekend.

Superintendent Lynch reported on the recent Household Hazardous Waste event. We had the lowest amount of cars (369) that we have had in several years. We did collect 3,623 containers of paint. This will keep us busy all winter at the landfill.

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

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

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

The Board then turned its attention to Stormwater issues.

There were no delegations to appear before the Board with regard to Stormwater.

Stormwater Director John Dewaal presented his report. There were 25 final inspections and 24 new land disturbance inspections. Compliance site visits are up, at 21, and Director Dewaal credits this to our new employee, James Vaden, being on board.

Director Dewaal discussed with the Board the "Work Summary". TVA has changed the Healthy Watershed Initiatives Agreement so that the Conflict of Interest Disclosure is not required.

The new Mt. Juliet Stormwater Director is Adam Meadors, former Stormwater Inspector and Codes Inspector for Mt. Juliet.

Director Dewaal and his office is working with Robert Baines with the City of Lebanon to address the drainage problem at the Wilson County Archives.

Director Dewaal reported on his attendance at the State Association of MS-4's annual meeting in Chattanooga. The head of the Atlanta, Georgia EPA office addressed the meeting. He discussed several items that will affect us in the future. Treatment plans will be required at construction sites to meet sediment issues. He also discussed "retrofitting

existing urban areas", "green practices" were discussed and that industrial NPDES permits will be required for city and county maintenance shops.

Also discussed were impacted streams that flow from another county into Wilson County. Future regulations will require smaller communities to deal with us. This should be a help to us and will encourage larger communities to "mentor" those smaller communities.

While at the meeting, Director Dewaal obtained good ideas from other Stormwater Directors. He will go over them at future meetings.

BUDGET COMMITTEE MINUTES

The Budget Committee of the County Commission of Wilson County, Tennessee met in regular session on Thursday, November 8, 2012 at 7:00p.m. in the upstairs Conference Room at the Wilson County Courthouse in Lebanon, Tennessee. Those members present were County Mayor Randall Hutto and Commissioners Mike Justice, Wendell Marlowe, Sara Patton and Jerry McFarland, being all the members of the Committee. Also present was Finance Director Aaron Maynard, Director of Schools Mike Davis, Deputy Director of Schools Mickey Hall, WEMA Director John Jewell, County Attorney Michael R. Jennings and several other County Commissioners.

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

The minutes of the October 4, 2012 meeting were presented. Motion to approve these minutes as printed was made by Commissioner Marlowe, seconded by Commissioner McFarland and carried unanimously.

Finance Director Aaron Maynard presented the Financial Report for the month ending October 31, 2012. He advised the Committee it is a little too early to tell on revenues, as we have not begun receiving property taxes in any significant amount. He also reported the issue with Circuit Court Clerk Linda Neal and the Administrative Office of the Courts has been determined by county audit to be the county's liability. Ms. Neal has sent a letter to the Administrative Office of the Courts requesting if they will continue to credit future payments to her office, as it is right now, until this amount is paid in full. The AOC has advised that they will. The current balance is \$80,100.

The Committee held a brief discussion on the employee policies of Wilson County. County Mayor Hutto advised that HR Director Alanna Sullivan is ready to start reviewing, and revising where necessary, these policies. She is waiting on direction from the Committee. This Committee also discussed the cost of printing these policies.

Finance Director Maynard reported that the "fiscal cliff" that we hear so much about in the national news appears will affect us only slightly, if it occurs. It could cause a very small reduction in the amount of rebated interest we receive back from the "Build America Bonds".

WEMA Director John Jewell presented a budget amendment request for WEMA. A two page handout entitled "WEMA FY 2013 Needs v. Cuts" was distributed. Motion to recommend approval of this budget amendment request to the County Commission was made by Commissioner Marlowe. Chairman Justice seconded the motion, for discussion. After some discussion, motion to amend to remove \$75,000 from the Diesel line item and place this amount in the General Fund to be allocated when needed. The motion to amend was seconded by Commissioner McFarland. There was much discussion held on this issue. Finance Director Maynard reminded the Committee that it will take a 2/3 vote of the

County Commission to get this money out of the General Fund in the future. Chairman Justice noted that, for him, this is not a personnel issue, but rather a policy issue. After further discussion, Chairman Justice withdrew his motion to amend.

The Committee then voted on the original motion. The motion carried unanimously.

A request to declare property surplus for WEMA was presented. Motion to declare this property surplus property was made by Commissioner Marlowe, seconded by Commissioner Patton and carried unanimously.

Director of Schools Mike Davis presented School Board budget amendment 2013-03. Motion to recommend this budget amendment to the County Commission was made by Commissioner McFarland, seconded by Commissioner Patton and carried unanimously.

JECDB Director GC Hixson presented a request for consideration of payment in lieu of tax (PILOT) for "Project Puddle". He noted that the new members of this Committee had not been presented with a PILOT request before. He noted that local incentives are more of a factor than ever before in the recruitment of industry. This Committee has approved seven PILOT programs since 2006. The first was for TACLE Seating in 2006. That program has now been successfully completed and they are fully back on the tax rolls.

When proposing this plan, the Budget Committee limited the incentive to seven (7) years. This Committee can approve anything of seven years or less. Any requests in excess of that must be approved by the County Commission. The request before you this evening is for six years. This is an electronics firm with a Standard and Poor's rating of A++. This is a good project and the JECDB Executive Committee recommended approval on October 4, 2012. Motion to approve the PILOT program for Project Puddle as presented by Director Hixson was made by Commissioner McFarland, seconded by Mayor Hutto and Commissioner Patton and carried unanimously. The information distributed by Director Hixson is attached to these minutes and incorporated herein by reference.

As old business, Director Maynard discussed with the Committee the list of outstanding purchase orders contained in the packet. The outstanding purchase orders for the General Fund currently total \$545,529.78. After some discussion, motion to call in all department heads with outstanding purchase orders and discuss them with the Committee was made by Commissioner Patton. Director Maynard suggested sending a memo to department heads asking them to clean these up and explain why they haven't been expended. After further discussion, County Attorney Jennings suggested that the Committee may want to consider Director Maynard sending a memo to the department heads itemizing the outstanding purchase orders. The department head would be requested to respond in writing and give information about these purchase orders. These responses could then be given to the Budget Committee for review.

The Committee discussed establishing a length of time after the end of the year for which purchase orders must be expended or rolled back into the General Fund. Director Maynard suggested ninety days after the end of the year would be sufficient. Commissioner McFarland believes these purchase orders are being used as "savings accounts".

Commissioner McFarland discussed with the Committee the requirement of TCA §8-22-104 for department heads to file a monthly written report with the Mayor. Mayor Hutto advised that the County Clerk provides a monthly report, as does Clerk & Master Barbara Webb. Register of Deeds Bev Spickard presents a yearly report. From his research, he cannot find where Circuit Court Clerk Linda Neal has provided a monthly

report in the last two years. Mayor Hutto asked Attorney Jennings to give him direction as to what department heads had to provide these reports.

Commissioner McFarland discussed with the Committee the fact that four offices had given raises during the budget process, when we were not giving raises to anyone else. They have "thumbed their nose" at the Budget Committee and the County Commission. He noted these office holders are the Property Assessor, Circuit Court Clerk, Election Commission and Juvenile Court. Motion to go back to the Property Assessor, Circuit Court Clerk, Election Commission and Juvenile Court and request them to refund the amounts back to the General Fund out of money the County had previously appropriated to them was made by Commissioner McFarland, seconded by Chairman Justice and carried unanimously.

Chairman Justice noted that the Judicial Committee had met earlier this evening to discuss distributing the money from the Victims Assistance Litigation Tax to CASA. Director Laura Swanson appeared before the Judicial Committee and requested that the money be distributed. The Judicial Committee recommended that a procedure be put in place where she would not have to come back to the Committee to request this appropriation. They recommended distributing the total amount of money collected during the fiscal year 2011-2012 to CASA. Thereafter, the money would be distributed every six months, or twice during each budget year. They further recommended that, if any red flag items appear, that the Finance Director bring this to the attention of the Committee. Motion to approve this policy was made by Commissioner Patton, seconded by Commissioner Marlowe and carried unanimously.

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

NON-PROFIT AD HOC COMMITTEE MINUTES

The Non-Profit Ad Hoc Committee of the County Commission of Wilson County, Tennessee met in called session on Tuesday, October 23, 2012 at 6:30p.m. in the upstairs conference room at the Wilson County Courthouse in Lebanon, Tennessee. Those members present were Commissioners Eugene Murray, Adam Bannach, Billy Rowland and Jim Bradshaw (for Clint Thomas), being all the members of the Committee with the exception of Commissioner Mike Justice, who was absent. Also present was County Mayor Randall Hutto, Finance Director Aaron Maynard, Deputy Finance Director Sharon Lackey, Risk Manager Debbie Green and County Attorney Michael R. Jennings.

Mayor Hutto called the meeting to order and determined that a quorum was present. Mayor

Hutto briefly explained the purpose of this committee. This committee can decide, in reviewing the Policies and Procedures for non-profits, to do nothing, or to suggest changes that can be taken to each of the three committees that deal with non-profits. The purpose of this committee is not to do away with any non-profit committee nor to stir up any trouble in any of those committees. Mayor Hutto noted that Commissioner Clint Thomas had suggested to him earlier that this committee could possibly assist with "putting something together to go by".

Committee members asked several questions about the procedure currently being followed. Do we take applications? Debbie Green responded that we do and the same application is used by all. Anybody applying has to be a 501(c)(3) corporation.

Mayor Hutto noted the need to elect a chairman of this committee. Commissioner Rowland nominated Eugene Murray to be chairman. The motion was seconded by Commissioner Bannach. Questions were asked about the role of Finance Director Maynard, Deputy Finance Director Sharon

Lackey and Risk Manager Debbie Green. These three are to be advisory representatives of this committee. The motion to elect Commissioner Murray as chairman was then carried unanimously.

Commissioner Murray assumed the chair of the meeting.

County Attorney Jennings asked about the process of having one commissioner appoint another one to represent him on this committee. That is not usually the way we do business nor is that the way our committee system is designed. Commissioner Bradshaw advised that he had been asked by Commissioner Thomas to sit in his place this evening, as Commissioner Thomas could not get to the meeting. Commissioner Bradshaw noted that Commissioner Thomas is chairman of the Development & Tourism Committee. He is the vice chairman. Could the vice chairman not serve in the chairman's place when the chairman could not be there? Attorney Jennings responded that this is a good point it just needs to be made clear that if both the chairman and vice chairman are there, only one can vote.

The County Commission currently has three committees who consider non-profit requests. Those committees are the Recreation Committee, Health and Welfare and Development and Tourism. Health and Welfare considers the Health Department, the Medical Examiner and pauper burials, along with other things. Development and Tourism deals with the JECDB budget and, before its abolishment, the Tourism Department.

A general discussion was held about what to do. The question was asked "Should we de-fund these over a period of years"? Our non-profit requests total approximately \$300,000 yearly. Commissioner Bradshaw noted that we are not here to cut but rather to set up guidelines for seeking these funds. We need to set up universal procedures and guidelines that apply to everyone.

Finance Director Maynard suggested that a better way to handle these requests may be on a reimbursement basis rather than just write them a check each year. Attorney Jennings suggested having a deadline for everyone to file their application. The application would contain specifics about how they were going to spend the money. Then, if approved by the County Commission in the budget, the organization would have to requisition their funds on a reimbursement basis. The request would have to match up with what they sought in their application. At the end of the fiscal year, any money appropriated, and not spent, would roll back into the General Fund as do other line items. This procedure may save some money.

Commissioner Bradshaw suggested setting a deadline for applications on April 15, 2012. Others noted that this might be a bit soon and suggested April 30, 2012. Chairman Murray suggested May 15, 2012. There was much discussion about this and other related issues.

At the conclusion of the discussion, Chairman Murray asked for permission to sit down with Debbie Green and come back to this committee with a raw policy for this committee to then tweak and maybe complete over a period of two or three meetings. Commissioner Bradshaw again asked that we look at getting all the committees on the same time frame.

There being no further business to come before the committee on motion of Commissioner Bradshaw, seconded by Commissioner Bannach, the committee voted unanimously to adjourn. Bradshaw, seconded by Commissioner Bannach, the committee voted unanimously to adjourn.

Director Dewaal advised of the ribbon cutting that will be held on December 18 at the Ag Center for our HWI Grant.

Under the heading "Work Session", Director Dewaal discussed with the Board the concern about "commercial borrow areas". He has been working with Tom Brashear and will be meeting with Steve Lynch of the Road Commission to obtain his input. He expects to have a draft to present to the Board next month.

WEMA is preparing an update to their Hazard Mitigation Plan. He asked the Board to think about areas that in the past that have had significant flooding.

Director Dewaal and Tom Brashear discussed with the Board a policy for Solid Waste detention permits. They are asking to put this into the Solid Waste regulations. Motion to approve was made by Commissioner Bannach, seconded by Commissioner Reich and carried unanimously.

Motion to approve the Stormwater Director's Report was made by Commissioner Rowland, seconded by Commissioner Bannach and carried unanimously.

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

MINUTES OF THE MEETING OF THE WILSON COUNTY UBRARY BOARD

The Wilson County Library Board met Monday, August 6, 2012 at 5:33PM at the Lebanon Library with Chair Diane Weathers presiding.

Members present: Chair Diane Weathers, COnnie Wright, William Taylor and Bettye Stone.

Also present was Stones River Regional Board member Betty Jo Dedman and Wilson

COunty

Librarians Alesia Burnley, Nancy Armstrong and Pamela Wiggins and Regional Library Director Betty Jo Jarvis.

Members absent were Jim Mills, Kevin Huddleston and Carolyn Miller, and Stones River Regional Board member Peggy Simpson.

There being no corrections or additions to the minutes of the June 4 meeting, they were approved on a motion by William Taylor and seconded by Connie Wright.

The Finance Chair COnnie Wright presented the financial report. On motion by Bettye Stone, seconded by William Taylor, the report was approved.

The Reports in the packet are as follows:

May

June

Lebanon

23,323

42,428

Circulation

Mt. Juliet

29,419

46,140			
May	10,497	11,834	2,221
June	21,302	16,575	3,513
<u>People Count</u>			
May	1,614	959	394
June	2,269	662	375

Computer Usage

May	221	227	13
June	302	372	30

New Cards

Watertown
3,094
5,644

Total of {1,165} new cards were issued in July and August.

Betty Jo Jarvis reported that the Courier Service through Tenn-Share should start in October or November. She also said a lot of the extra money for the libraries is to go to R.E.A.D.S. and there is to be money for training. There is to be a mini conference at the Linebaugh Library

where circulation staffs can share frustrations and solutions. Regarding the local boards, libraries can or cannot have At Large members count as a quorum. By-laws should be reviewed for each board to decide. The Trustee Meeting will be in Brentwood on October 9.

The Building Chair, William Taylor reported on the sign at Mt. Juliet which was torn down when the road was widened. Mt. Juliet wants to replace our brick sign with a wood sign valued at \$450. A new sign as we have had drawn would run approximately \$7500 to \$10,000. Nancy has written a letter to the Mt. Juliet City Manager detailing all the information that was given to her from the beginning of the construction until now and what value was originally placed on our old sign. Nancy Armstrong, Mt. Juliet Librarian, is currently working with the City Manager to resolve this issue.

Alesia Burnley reported that Robert Baines had informed her, the roof at Lebanon probably will need to be replaced in three years. At present, it would cost \$8,000 to patch and \$20,000 to redo the full roof. Currently there is no leakage. After discussion the Board decided to hold off on the reroofing and replace it when needed.

Pam Wiggins, Watertown Librarian, asked the Board to consider making an additional bathroom for employees only. She also would like to have the locks rekeyed on all outside doors. After discussion a motion was made by William to rekey locks and put a lock on the bathroom door at a cost not to exceed \$400. The motion was seconded by Bettye Stone and passed. The bathroom will remain locked and patrons will come to the desk for key.

Alesia Burnley reported that the TVA Energy has the figures for Watertown and it would be \$1,592.76. The payback will be returned within the first year. On a motion by William Taylor, seconded by Connie Wright, the bid from H & H Supply will be accepted and work should be complete within a month. Motion passed.

It was announced that reappointments of Diane Weathers and William Taylor have been approved.

Alesia reported the Library will have a booth at the Wilson County Fair August 17-25.

The Summer Reading program was a success with 1,940 children in Mt. Juliet; 1,703 children in

Lebanon and 219 children in Watertown for a total of 3,862 children for Wilson County.

Alesia Burnley reported the staff at Lebanon would like to have a bookcase built behind the front desk for DVD cases, reserved books, etc. at a cost of \$2,340. On motion by Bettye Stone, seconded by Connie Wright and passed by the Board, the bookcase will be built with one-half of the money coming from Supplies and one-half from Memorials.

On motion by Bettye Stone, seconded by Connie Wright, a hand scanner from Lebanon was declared surplus.

The meeting was adjourned on motion by William Taylor.