

## **STEERING COMMITTEE MINUTES**

The Steering Committee of the County Commission of Wilson County, Tennessee met in called session on Monday, March 18, 2013 at 6:10 p.m. in the upstairs Conference Room at the Wilson County Courthouse in Lebanon, Tennessee. Those members present were Commissioners Randy Hall, Paul Abercrombie, Fred Weston, Eugene Murray, Annette Stafford, Jeff Joines, Kenneth Reich, Clint Thomas, Gary Keith and Mike Justice, being all the members of the Committee with the exception of Commissioners Wendell Marlowe, Billy Rowland, Bernie Ash and Adam Bannach, who were absent. Also present was County Mayor Randall Hutto, County Attorney Michael R. Jennings and several other County Commissioners.

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

The proposed Agenda for the March 18, 2013 County Commission Meeting was presented. Motion to recommend the Agenda to the County Commission was made by Commissioner Reich, seconded by Commissioner Keith and carried unanimously.

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

## **MINUTES COMMITTEE MINUTES**

The Minutes Committee of the County Commission of Wilson County, Tennessee met in called session on Monday, March 18, 2013 at 6:00p.m. in the upstairs Conference Room at the Wilson County Courthouse in Lebanon, Tennessee. Those members present were Commissioners Paul Abercrombie, Clint Thomas, Fred Weston and Jerry McFarland, being all the members of the Committee with the exception of Commissioner Billy Rowland, who was 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 proposed minutes of the February 25, 2013 County Commission Meeting were reviewed. Motion to recommend these minutes to the full County Commission was made by Commissioner McFarland, seconded by Commissioner Thomas and carried unanimously.

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

## **EMERGENCY MANAGEMENT AGENCY COMMITTEE MINUTES**

The Emergency Management Agency Committee of the County Commission of Wilson County, Tennessee met in called session on Tuesday, April 2, 2013 at 7:00 p.m. in the upstairs Conference Room at the Wilson County Courthouse in Lebanon, Tennessee. Those members present were Commissioners Bernie Ash, Wendell Marlowe, Randy Hall, Becky Siever, Sara Patton, Kenneth Reich and Clint Thomas, being all the members of the Committee. Also present was WEMA Director John Jewell, Finance Director Aaron Maynard, Rick Woodard and Brian Newberry of the WEMA staff and County Attorney Michael R. Jennings.

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

The minutes of the January 10, 2013 meeting were presented. Motion to approve the minutes as printed was made by Commissioner Hall, seconded by Commissioner Siever and carried unanimously.

WEMA Director Jewell discussed with the Committee the need for a policy to assess charges for frequent public assist at the same address. He explained the problem and asked that the Committee consider a proposed policy at their May meeting. County Attorney Jennings will review the policy. Attorney Jennings noted that a policy to deal with public assist calls will be less problematic than those dealing with private assist calls.

Director Jewell had preliminary discussions with the Committee on budget requests for fiscal year 2013-2014. He first discussed proposed raises and the cost to the County. He discussed other issues with the County including fuel expense, both current and projected, new cell towers and generator maintenance. Currently, fuel expense is averaging \$15,345.87 per month. If this average continues, monies are available to accommodate fuel needs for the balance of this fiscal year.

Director Jewell discussed with the Committee the fiscal and accounting challenges presented with separate budgets for fire and EMA. The Committee discussed briefly the history of the need for separate budgets and what might happen if the budgets were consolidated.

Director Jewell discussed with the Committee the projected costs for two additional tower sites in the Statesville and Cottage Home areas. These are two very important sites to complete the communications needs for Wilson County. The addition of these towers will give us a good shot at county wide communication.

Director Jewell, and then Brian Newberry, discussed the importance of the request for a Compliance Officer. They discussed the liability issues that are always possible and the increased training and documentation requirements. Currently, Rutherford and Montgomery counties have a Compliance Officer.

Director Jewell discussed with the Committee the costs of staffing the new Mt. Juliet fire station. He also discussed the need for a Lieutenant position at Station 9. Currently, a Captain is riding as the 4th person at the new stations. This takes the Captain away from administrative duties.

Director Jewell presented a list of items proposed to be declared as surplus. Motion to declare these items as surplus property was made by Commissioner Reich, seconded by Commissioner Thomas and carried unanimously.

Director Jewell presented a budget amendment request for WEMA to transfer funds from the sale of equipment to the WEMA station equipment line item. Motion to recommend this budget amendment request to the Budget Committee was made by Commissioner Thomas, seconded by Commissioner Hall and carried unanimously.

Director Jewell presented a budget amendment request to transfer funds from NRG to the overtime pay line item. Motion to recommend this budget amendment request to the Budget Committee was made by Commissioner Marlowe, seconded by Commissioner Thomas and carried unanimously.

Director Jewell discussed briefly how line item transfers could occur between the fire/rescue budget and the EMS budget. Finance Director Maynard explained the process.

Director Jewell also discussed with the Committee the cost of furnishings for the new fire stations. When the \$3 million dollars was recommended for additional fire stations, it was contemplated that the cost to build, and furnish, two additional fire stations would be \$1.5 million dollars each. Now a third station has been added to this proposal, and he is all for this additional station. However, will there be monies available to furnish all three stations? Commissioner Reich advised that the City of Lebanon had refunded approximately \$80,000 in fees for the fire stations. This money will be available for that expense.

Chairman Ash noted that the next three months will be extremely busy while we are dealing with budgets. We will have to meet on a regular basis. Does the Committee prefer to meet at 6:30p.m. or 7:00p.m.? He has had Commissioners recommend both times.

After some discussion, motion to set the next meeting at 6:30p.m. was made by Commissioner Marlowe, seconded by Commissioner Siever and carried by vote of 6 for with Commissioner Thomas voting "no".

There being no further business to come before the Committee on motion of Commissioner Marlowe, seconded by Commissioner Reich, 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, March 18, 2013 at 6:15 p.m. in the upstairs Conference Room at the Wilson County Courthouse in Lebanon, Tennessee. Those members present were Commissioners Kenneth Reich, Paul Abercrombie, Jerry McFarland, Terry Scruggs, Chad Barnard, William Glover and Mike Justice, being all the members of the Committee. Also present was Finance Director Aaron Maynard, County Mayor Randall Hutto, Sheriff Robert Bryan, Captain Terry Davis, County Attorney Michael R. Jennings and several other County Commissioners.

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

Motion to approve the minutes of the January 28, 2013 meeting as printed was made by Commissioner Glover, seconded by Commissioner Abercrombie and carried unanimously.

Sheriff Robert Bryan presented a proposed budget amendment for the Drug Control Fund. Motion to send this budget amendment request to the Budget Committee was made by Commissioner Glover, seconded by Commissioner Abercrombie and carried unanimously.

Sheriff Bryan presented a budget amendment for line item transfers in the Sheriff's Department. Motion to recommend this budget amendment to the Budget Committee was made by Commissioner McFarland, seconded by Commissioner Glover and carried unanimously.

Sheriff Bryan announced that on Friday night, March 22, 2013, at the Journey Church, a film would be shown entitled "Heroes Behind the Badge". He encouraged everyone to attend.

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

SECRETARY

### **The Board of Education took action on the following items at their monthly Board Meeting on April 1, 2013.**

5 )> Approved Recommended Changes on 2nd Reading to Board Policies in Section 4-- Instructional Program

)> Approved Recommended Changes on I<sup>1</sup> Reading to Board Policy #5.115- Assignment transfer

)> Approved High School Class Fees for the 2013-2014 School Year

)> Approved Bid #2013-11 - Processed Commodity Foods

)> Deferred Bid #2013-12- Fuel Management Services

)> Approved Bid #2013-13- School Buses

)> Approved Energy Plan with Johnson Controls

)> Accepted a Report on CareHere form Ernie Clevenger

)> Accepted a Report from County Attorney

)> Accepted a Report from Mickey Hall, Deputy Director of Schools on Payments for February, 2013

The Board presented Tim Diffenderfer, STARS Counselor, the "Little Red SchoolHouse Award" for his partnership with Wilson County Schools in providing grief counseling for the past 18 years to students and faculty in times of sorrow due to the loss of a fellow classmate or faculty member. Mr. Diffenderfer will be relocating to North Carolina.

The school director's search is underway. The Board of Education will conduct interviews on Saturday April 20 and on Saturday April 27 at the Wilson County Board of Education at 8:00 a.m.

Six new portable classrooms have been added at Carroll-Oakland Elementary to alleviate overcrowding. All portables have been inspected and approved by the Fire Marshal. Furniture from the former Lebanon High School was used to furnish the portables.

Pre-K and Kindergarten registration took place on Thursday, April 4 in all elementary schools. One hundred and seventy-three (173) students registered for Pre-K and seven hundred and thirty-five (735) students registered for Kindergarten for the 2013-2014 school year. The age for Kindergarten entrance has been changed by the State Department from turning 5 years of age by September 30 to turning 5 years of age by August 31<sup>51</sup> for the 2013-

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2014 school year. Beginning with the 2014-2015 school year; the child must turn 5 by August 15<sup>1</sup> to enter Kindergarten. Below is a breakdown by school of the number of students who registered for Pre-K and Kindergarten for the 2013-2014 school year.

School	K	Pre-K
Carroll-Oakland	30	14
Elzie Patton Elementary	64	16
Gladeville Elementary	65	16
Lakeview Elementary	59	6
Mt. Juliet Elementary	69	5
Rutland Elementary	95	40
Southside Elementary	54	10
Stoner Creek Elementary	83	15
Tuckers Crossroads	28	3
W.A. Wright Elementary	67	22
Watertown Elementary	56	22
West Elementary	65	4
<b>Total</b>	<b>735</b>	<b>173</b>

Fourteen (14) employees have completed their application for the Volunteer Early Retirement Incentive. This number is considerably lower than what we have had in the past years. Last year thirty (30) individuals took advantage of this incentive.

T-Cap Assessment will be administered to students in grades 3-8 on April 25 -April 30th.

We are deeply saddened by the sudden death of Randy Vanatta, former Lebanon High School teacher, coach, mentor and friend to many, who was killed in an automobile accident on Saturday, March 30th. Our sincere condolences are extended to his family, friends and loved ones.

The construction projects are going well. I have included updates on all four construction sites with this report. I

have placed on your desk a copy of *The State of Education in Tennessee* compiled by SCORE (State Collaborative on Reforming Education), which compares data *district by district* across Tennessee.

**I would like to extend a special invitation to all members of the County Commission to attend our next Board Meeting scheduled for 6:00 p.m. on Monday, May 6, 2013.**

**1st Quarter 2013 Human Resources Report**  
**Special Projects**

- Held New Employee Orientation for both part time and full time employees in the months of January, February and March.
- Won Unemployment Appeals Hearing.

**Family Medical Leave Act**

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- Family Medical Leave Act (FMLA) -4 total Employees- 3-Employee Personal Medical & 1-Birth of Child

## Training Opportunities

- County-wide Harassment Training in the month of February for all employees.

## Job Opportunities

Job Title	Posting Dates	# Candidates
Building Inspector II	January 21st- February 4th	5
Convenience Center Operator	January 1 th- January 31st	4
PT Telecommunicator	January sth- 22"d	10
Corrections Officer	November 14th- November 21st	18
Paramedic/ FF	January 28- February 11	4
Lieutenant	February 4th- February 18th	10
Information Systems Analysts	February 28- March 21st	7
Special Projects Coordinator	March 12th- March 25th	28

- Departures-10 Total
  - New Employees
    - o Hired - 26 o Full Time
    - 16
    - o Part Time -10
  - Transfers, Promotions, Demotions
    - o 12 Promotions
    - o 7 Transfers

### MINUTES AG MANAGEMENT COMMITTEE March 26, 2013

Members Present: Chairman Jeff Joines, Commissioner Terry Scruggs, Commissioner Terry Duncan, Commissioner Paul Abercrombie, Quintin Smith, Commissioner Billy Rowland, Hale Moss, Terry McPeak, Gilbert Graves, Jo Smith and Commissioner Kenny Reich.

Guests: Helen McPeak

Staff Present: Larry Tomlinson and Donna Bane

Chairman Jeff Joines called the meeting to order at 6:00 p.m. and acknowledged a quorum was present. Commissioner Kenny Reich led the prayer. Chairman Jeff Joines led the Pledge of Allegiance. Commissioner Paul Abercrombie made a motion to approve the minutes of the January 15, 2013 meeting. Commissioner Terry Scruggs seconded the motion and passed unanimously.

Chairman Jeff Joines opened the meeting with Director Larry Tomlinson. Mr. Tomlinson stated the TN Beef Agribition was a large success this year. Quintin Smith stated 200 kids participated in the judging contest on Saturday and 179 kids representing 15 different states showed on Sunday. He thought everything ran smoother this year. Director Tomlinson read the 2013 TN Beef Agribition report given to us by Jim Hinton 66 bulls sold averaged \$2,962 each, 182 females averaged \$2,497 each, 248 live lots averaged \$2,621.00. We are very happy to have this event here. He reviewed several upcoming events and announced that the covered arena has brought in \$361,198 in fees collected from events since August 2008.

Hale Moss announced the 2013 fair is the year of the honey bee and told about a new contest "wild about hair", it is a competition between the beauty salons. The first Saturday will be special needs day and Leadership Wilson and stepped up to have a Special Needs Beauty Pageant. Mr. Moss went on to explain that 1033 Sparta Pike containing 3.17 acres has been purchased and has a house that is rentable and that Jeff Baines (city of Lebanon) and TOOT will work with us when it is decided to use it as an entrance (ingress and egress). The TN Association of Fairs sent a letter stating we need to work on more restrooms throughout the grounds and focus on getting people in and out. Mr. Moss passed out the 2013 improvement allocations for the Ag. Center and the Fair. After reading over the list he asked for questions.

Commissioner Kenny Reich asked if the lighting for the parking lots could be turned off and on. Terry McPeak said switches could be added to turn off the security lights. Commissioner Reich asked what the \$25,000 growth plan will show us? Terry McPeak said it will tell us where to place buildings and take in account the future growth. Commissioner Reich stated we are in need of stalls. Chairman Jeff Joines asked if this is the plan the executive committee came up with, is this plan a proposal or the plan. Hale Moss said they had work sessions and put it together. Commissioner Reich understood that we were going to come up with a list and the fair was going to have a list and that we would work together to meet in the middle for the betterment of the Ag. Center. Helen McPeak, Fair Director stated we need to work on 2014 and 2015 plan, this year is already here. Hale Moss stated he submitted this plan on behalf of the fair but we are all in this together, maybe we should table it. Director Larry Tomlinson stated the purpose of this meeting was to get this information to the County Mayor.

Everyone agreed to continue this meeting on Monday night April 1st @ 6:00 p.m. Without further discussion, the meeting was recessed.

Respectfully submitted,

Donna Bane

MINUTES AG MANAGEMENT COMMITTEE  
April 1, 2013

Members Present: Chairman Jeff Joines, Commissioner Terry Scruggs, Commissioner Terry Duncan, Commissioner Paul Abercrombie, Rick Bell, Commissioner Billy Rowland, Hale Moss, Terry McPeak, James Spears, Sue Vanatta, Jo Smith and Commissioner Kenny Reich.

Guests: Helen McPeak, Commissioner Gary Keith

Staff Present: Larry Tomlinson and Donna Bane

Chairman Jeff Joines called the meeting to order at 6:00 p.m. and acknowledged a quorum was present. Chairman Jeff Joines led the prayer and the Pledge of Allegiance. Commissioner Billy Rowland made a motion to approve the minutes of the March 26, 2013 meeting. Commissioner Terry Scruggs seconded the motion and passed unanimously.

Chairman Jeff Joines opened the meeting explaining this meeting is a continuation of the recessed March 26, 2013 meeting and asked Hale Moss to explain the list of improvement allocations again. Mr. Moss did so and explained in detail each item on the list. Chairman Jeff Joines stated there are several things everyone agrees on like traffic flow, paving, etc. The bids are just coming in and there may be some money left over. Director Larry Tomlinson stated he wants to see the area paved in front of the East/West building and close to the School Exhibit building. The current paving is getting thin and has not been paved in a long time. We would like to have 100 new stalls for our stall barns. Chairman Jeff Joines said we could use them for cattle too. Director Tomlinson stated another priority would be \$25,000 to convert 30 amp to 50 amp service. Mr. Tomlinson asked if the paving

does not cost \$200,000 can we use the difference to pay for something else. Hale Moss said he did not see why not and express some concerns for the Peyton Road traffic during the fair. Hale Moss explained that these requests trickle back to us from a committee system of volunteers. Mr. Moss feels it would be good for both of us groups if we would set a time for example February 1st each year or 15th whenever, and work on these items ahead of time. Director Tomlinson asked, what would you consider to be your top 2 or 3 priorities? Hale Moss stated the Poultry Barn. Terry McPeak said small goat/sheep panels. Hale Moss said the parking lot improvements. Chairman Jeff Joines asked about the restrooms, isn't that a priority? Director Larry Tomlinson said yes, we have some money that we can put with it and let it go as far as it will. Chairman Joines asked any questions?

Commissioner Terry Duncan asked about the money for the parking lot and traffic, if it comes in at \$150,000 versus \$200,000 what happens to the money. James Spears said it would be available to help in other areas. Commissioner Terry Duncan asked if we get copies of receipts. Hale Moss said no, you receive an annual audit. Commissioner Terry Duncan asked if the \$50,000 technology from last year was not spent, where did it go? Hale Moss stated it goes back into their general fund. Commissioner Terry Duncan asked if the money was split between the Ag. Center and the Fair. Hale Moss said no there is nothing that requires it to be split. Chairman Jeff Joines also said no, the way they have done it in the past, there has always been needs at the Ag. Center, the money that comes from the County is generally to maintain it. Wilson County Promotions will come in and build for example a stall barn and that takes the burden off the tax payers. Generally the money has gone toward improvements such as buildings etc. Hale Moss explained that their bylaws allow them to keep one year's budget and up to 25% over that. Chairman Jeff Joines finished by saying then, anything else over that is to be put back into the Ag. Center. Commissioner Duncan requested a copy of the bylaws and audits. Rick Bell suggested in the future, as Hale Moss suggested earlier, Wilson County Promotions make a list and the Ag. Center make out a list and we get together then whatever the difference is work it out. After much discussion, Director Tomlinson explained again that we need to work off two lists, they submit one and we submit one, come together as a group and decide what we want to do as a group. Then decide what to do with the money that they have

proposed to spend. Anything that I have in my budget that can go along with it to enhance it then that is what we will do. Commissioner Terry Scruggs made a motion to approve parking lot and traffic \$200,000, Poultry Barn addition \$75,000, Sheep/Goat panels \$30,000 and restroom improvements \$25,000 and send our list back to Wilson County Promotions executive board, see what money is left over and combine the two lists and see what we can come up with. Rick Bell seconded the motion and passed unanimously. Director Larry Tomlinson stated that it is getting close to the end of our fiscal year, our utilities and fuel line items will be close and we may have to transfer some funds from other line items. Also we need to decide on a fee for using the new sign. Mr. Tomlinson asked that we remember Gordon Skeen with the sudden loss of his wife Josephine Skeen and Randy Vanatta's family.

Commissioner Kenny Reich made a motion to adjourn. Commissioner Terry Scruggs seconded the motion and passed unanimously. Without further discussion, the meeting was adjourned.

Respectfully submitted,

Donna Bane

#### **FINANCE COMMITTEE MINUTES**

The Finance Committee of the County Commission of Wilson County, Tennessee met in called session on Tuesday, March 26, 2013 at 5:30p.m. in the upstairs Conference Room at the Wilson County Courthouse in Lebanon, Tennessee. Those members present were Commissioners Eugene Murray, Randy Hall, William Glover and Becky Siever, Wilson County Mayor Randall Hutto, Road Superintendent

Steve Armistead and Director of Schools Mike Davis. Also present was Finance Director Aaron Maynard, Human Resources Director Alanna Sullivan and County Attorney legal Assistant Becky Fox.

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

The minutes of the January 8, 2013 meeting were presented. Motion to approve the minutes as printed was made by Commissioner Glover, seconded by Commissioner Hall and carried unanimously.

Chairman Murray distributed a handout regarding the proposed local Vendor Preference Policy (Private Acts 2013). This proposed policy was passed by the County Commission at their March 2013 meeting in order to forward to the State legislature.

There was a general discussion held about the proposed policy including the recent Attorney General's opinion whether cities and/or counties can institute a local Vendor Purchasing Policy. If the State legislature votes to create a Private Act for this proposed policy, then the policy comes back for approval from the Finance Committee, Budget Committee and County Commission.

County Mayor Randall Hutto distributed a packet of information organized by Human Resources Director Alanna Sullivan and Finance Director Aaron Maynard with regard to Wilson County employees and their respective job titles, job grades, compensation (salary/hourly wage/benefits) and proposed "step pay increases" based on 4, 6, 8 and 10 year plans.

Road Superintendent Steve Armistead arrived at the meeting.

Mayor Hutto fielded numerous questions from the Committee regarding this proposal. He is requesting the Committee vote on recommending this proposal to the Budget Committee which meets next week. The goal is to get a "step increase" plan in place for the 2013-2014 budget.

Motion to recommend the proposed "step increase" pay scale plans to the Budget Committee was made by Commissioner Hall, seconded by Commissioner Siever and carried unanimously.

Finance Director Maynard distributed to the Committee a handout entitled "Wilson County Government Outside Agency Funding Request". The Non-Profit Ad Hoc Committee did not have a quorum earlier this evening so they were unable to vote on this proposal. As soon as the Ad Hoc Committee can vote on this proposal, he will bring these guidelines back to the Finance Committee for their approval. The goal is to have set guidelines "across the board" for all non-profit agencies to request County funds from the Recreation, Health & Welfare and Development & Tourism Committees.

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

### **INSURANCE COMMITTEE MINUTES**

The Insurance Committee of the County Commission of Wilson County, Tennessee met in called session on Thursday, March 21, 2013 at 5:00p.m. in the upstairs Conference Room at the Wilson County Courthouse in Lebanon, Tennessee. Those members present were Commissioners Kenneth Reich, Jerry McFarland, Randy Hall and Gary Keith, being all the members of the Committee with the exception of Commissioner Mike Justice, who was absent. Also present was Finance Director Aaron Maynard, Insurance Clerk Debbie Moss and Assistant to the County Attorney Jan Jewell.

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

Minutes of the April 17, 2012 meeting were presented. Motion to approve the minutes, as printed, was made by Commissioner McFarland, seconded by Commissioner Hall and carried unanimously.

Chairman Reich turned the meeting over to Sheena Sloan, Office Manager for Health Resource Integration, for an update report on the County clinic. Ms. Sloan reported that there is a 65% participation rate to date. County employees have expressed satisfaction with the services provided and the availability of the clinic. Ms. Sloan expressed a desire for more feedback as to how to improve the services and the participation rate. A general discussion was held.

Judd Nave and Rick Thorne of THW Insurance Services presented a power point presentation on Wilson County Government Healthcare Reform; Health Plan Savings from February, 2011 changes; and Retiree Options for additional savings through HealthSpring Medicare Plans and Cigna Medicare Rx (PDP). A general Q & A was held.

Chairman Reich requested that the information provided concerning "Reform News specific to County" be included in minutes for the County Commissioners information.

1. *Exchange notification delayed, guidance is still pending.*

2. *Reinsurance Assessment*

*\*Annual fee for 2014 is \$63 per covered individual.*

*\* Employers must report by 11/15/14. HHS will advise of Amount due by 12/15/14.*

*\* 2200 covered lives x \$63 = \$138,000.00.*

3. *CERF (Comparative Effectiveness Research Fee)*

*\* \$1.00 for each insured (\$2,200) due July 31, 2013.*

*\* Increases to \$2.00 in year 2.*

*\*Future years indexed to national health expenditures*

*\*Reported on Tax Form 720*

Finance Director Maynard distributed two handouts, an Account Analysis for March 2013 and a comparison sheet showing the Insurance Fund balance from 2011 through February 2013.

Chairman Reich advised that a lot of good information had been presented and he asked the Committee members to study the information provided and return in one month for another meeting to discuss these issues.

The Committee requested that Debbie Moss schedule a lunch meeting with the retirees to get their feedback on the insurance program and to answer their inquiries concerning the future of the County's Insurance plan.

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

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, April 5, 2013 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 Commissioners Jeff Joines, Billy Rowland, Adam Bannach and Kenneth Reich, being all the members of the Board with the exception of County Mayor Randall Hutto, who was absent. Also present was Landfill Superintendent Cindy Lynch, Finance Director Aaron Maynard, Human Resources Director Alanna Sullivan, Stormwater Director John Dewaal and County Attorney Michael R. Jennings.

In the absence of Chairman Hutto, who was a pallbearer at the burial of former County Commissioner Randy Vanatta, Commissioner Bannach called the meeting to order at 9:30a.m. and determined that a quorum was present.

The minutes of the March 8, 2013 meeting were presented. Motion to approve these minutes as printed was made by Commissioner Reich, seconded by Commissioner Rowland and carried unanimously.

Joe Robinson, manager of the Suggs Creek Convenience Center, appeared as a delegation. His question to the Board was "Why do I have to pay to have a holiday?". Because he works four 10 hour days, every time there is a holiday, he loses \$21. Mr. Robinson said that it is "not a lot to me" but it affects five other people. He would like to be treated like everybody else.

Much discussion was held about this issue. Several ways to resolve the matter were presented. Motion to pay ten (10) hours of holiday pay to employees who work ten hour days, both on holidays that fall on a regular work day and holidays that fall on the employee's "off" day was made by Commissioner Joines. Commissioner Reich expressed his concern about the difficulty of this body, or the County Commission, trying to give a raise or deal with insurance without some County employees getting upset. He then seconded the motion and advised that if any Solid Waste employees are concerned about we are doing, they can appear before the Board. The motion then carried unanimously.

Landfill Superintendent Cindy Lynch gave the Solid Waste Report. 3,869 cubic yards were collected in the month of March for total revenue of \$34,818.47. While these figures are down somewhat, year-to-date revenue is still up \$36,505.31, totaling \$315,396.89.

In collections and hauling, even though we are down 190 tons to Smith County and 480 cubic yards to the landfill, 1,184.62 tons were collected and hauled to either Smith County or recycled. 2,700 cubic yards were hauled to the Class III/IV Landfill.

Recycling tonnage is down 34 tons, but total tonnage for the month of March was 148.60 tons. Revenue is down approximately \$10,000 to the March total of \$15,640.47. Superintendent Lynch advised that everything is going well with the City of Lebanon clean-up.

There were 269 pulls during the month of March, down 29 pulls from the same period of time a year ago.

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

Commissioner Joines commented that the attitude of the convenience center employees is so much better than it was when he first arrived on this Board, and he believes it is because of the leadership of Superintendent Lynch. He also believes there is better money management. Commissioner Reich commented on the improved attitude among the employees.

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

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

The Board then turned its attention to Stormwater issues.

Stormwater Director John Dewaal distributed a handout entitled "Wilson County, Tennessee Stormwater Management Ordinance". He also presented a two page Stormwater Report, a copy of which is attached to these minutes and incorporated herein by reference.

Director Dewaal reviewed the portion of the report entitled "Monthly Inspections and Reviews". Indications are, from the increased building, that the economy seems to be moving in the right direction.

Director Dewaal discussed with the Board the items contained under "Work Summary" and went over "Upcoming Activities". Director Dewaal then discussed with the Board the proposed revisions to the Wilson County, Tennessee Stormwater Ordinance. He first went over that portion of the handout that contains items that were "not included" in the ordinance revision. Those items include "payment into Public Stormwater Project Fund" which Mr. Dewaal believes is not a practical solution and creates administrative issues, and also "runoff reduction".

He then discussed with the Board the revisions to the ordinance. He noted that the revisions highlighted in green beginning on Page 11 and continuing on Page 12 are the "heart of what is new". He advised the Board that this ordinance does not have to be adopted under our current permit until September. He is presenting this in advance so that this Board will have an opportunity to look at it, comment and ask questions. This will also be going to Planning as there are planning provisions in this ordinance. Motion to defer action on this proposed revision to the ordinance to give the Board an opportunity to review it and to let the County Attorney review as well was made by Commissioner Reich, seconded by Commissioner Joines and carried unanimously.

Director Dewaal presented two items to the Board for them to "think about". First, we could include in this proposed revision, special protection provisions to protect special resources such as Cedars of Lebanon State Park or Old Hickory Lake. Second, do we want to have a public hearing on this proposed revision? County Attorney Jennings asked if State law required the public hearing. Director Dewaal responded that it does not.

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

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

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

#### BUDGET COMMITTEE MINUTES

The Budget Committee of the County Commission of Wilson County, Tennessee met in called session on Monday, March 18, 2013 at 6:30 p.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, Sara Patton, Jerry McFarland and Wendell Marlowe, being all the members of the committee. Also present was Finance Director Aaron Maynard, 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 February 14, 2013 meeting were presented. Motion to approve these minutes as printed was made by Commissioner Marlowe, seconded by commissioner Patton and carried unanimously.

Finance Director Maynard gave the Financial Report. He noted that 84% of our revenues have been received. At the same period last year we had received 82%. There appears to be no need for mid-course corrections.

Director Maynard advised that he would defer submitting the budget amendment request for the Sports Authority to the April meeting.

The Committee discussed the proposed Local Vendors Preference Policy Private ct. Motion to recommend this to the County Commission was made by Commissioner Marlowe, seconded by Commissioner Patton and carried unanimously.

Sheriff Bryan presented two budget amendment requests for the Drug Fund and he Sheriff's Department. Motion to recommend both of these budget amendment requests to the County Commission was made by Commissioner McFarland, seconded by Commissioner Patton and carried unanimously.

There was no old or new business to come before the Committee.

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

### **BUDGET COMMITTEE MINUTES**

The Budget Committee of the County Commission of Wilson County, Tennessee met in regular session on Thursday, April 4, 2013 at 4:00p.m. in the upstairs Conference Room at the Wilson County Courthouse in Lebanon, Tennessee. Those members present were Wilson County Mayor Randall Hutto and Commissioners Mike Justice, Sara Patton, Jerry McFarland and Wendell Marlowe, being all the members of the Committee. Also present was Finance Director Aaron Maynard, Human Resources Director Alanna Sullivan, County Attorney Michael R. Jennings and County Commissioners Terry Scruggs, Bernie Ash and Randy Hall.

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

The minutes of the March 18, 2013 meeting were presented. Motion to approve these minutes as printed was made by Commissioner Patton, seconded by Commissioner McFarland and carried unanimously.

Finance Director Maynard presented a budget amendment request for the Sports Authority. Motion to recommend this budget amendment request to the County Commission was made by Commissioner McFarland, seconded by Commissioner Patton and carried unanimously.

Director Maynard presented a budget amendment request for WEMA to transfer funds from the sale of equipment to the WEMA station equipment line item. Motion to recommend this budget amendment to the County Commission was made by Commissioner Marlowe, seconded by Commissioner Patton and carried unanimously.

Director Maynard presented another budget amendment request for WEMA to transfer funds from NRG to the overtime pay line item. Motion to recommend this budget amendment request to the County Commission was made by Commissioner Marlowe, seconded by Commissioner Patton and carried unanimously.

A list of items from the Wilson Emergency Management Agency was presented with the request to be declared surplus. Motion to declare these items surplus property was made by Commissioner Marlowe, seconded by Commissioner Patton and carried unanimously. Commissioner McFarland questioned if someone from this Committee should go and view items proposed to be surplus items in the future before we declare them surplus. Mayor Hutto commented that the Committee being presented the proposed items of surplus property could take a look at them. Commissioner Marlowe noted that, if this is going to be done for one department, we need to do it for all departments.

Mayor Hutto presented a packet of information proposing a pay plan for Wilson County employees that would allow for yearly step increases, subject to certain conditions being met, as well as equalized salaries over a particular number of years. Commissioner McFarland advised that he would like for one or two members of the Committee to look over this pay plan proposal. He has discussed this with

Mayor Hutto and Human Resources Director Alanna Sullivan. There is nothing in here about merit pay. Personally, he loves the concept but would like to see more discussion about possible merit increases.

Commissioner Marlowe noted that this proposal is something that is way overdue. It provides for scheduled increases as well as consistency. General discussion was held about evaluation and merit pay.

Mayor Hutto acknowledged the hard work, over almost the last year's time, of Finance Director Maynard and Human Resources Director Sullivan. In these projections are some proposed assumptions. The projection assumes a 2% yearly growth in the General Fund balance. It further assumes that, if yearly growth does not reach the 2% threshold, then the Finance Director would freeze the step increases and they would not go into effect for that particular year.

After further discussion, motion to approve the concept with the 2% yearly growth required and using the 10 year option to pay out in equalized salaries was made by Chairman Justice, seconded by Commissioner Marlowe and carried unanimously. County Attorney Jennings suggested that, should a freeze become necessary, that the resolution include the proposal that the County Commission could override the Finance Director's decision to freeze the step increases for that particular year.

Commissioner McFarland noted that the Road Department gave themselves a 4% raise this year. A brief discussion was held about whether this information is contained in the Road Commission minutes. Motion that the Road Commission minutes be placed in future County Commission monthly packets was made by Commissioner McFarland, seconded by Commissioner Patton and carried unanimously.

There being no further business to come before the Committee on motion of Commissioner Marlowe, seconded by Mayor Hutto, the Committee voted unanimously to adjourn.  
SECRETARY

#### **LEGISLATIVE REVIEW AD HOC COMMITTEE MINUTES**

The Legislative Review Ad Hoc Committee of the County Commission of Wilson County, Tennessee met in called session on Monday, March 18, 2013 at 5:30p.m. in the upstairs Conference Room at the Wilson County Courthouse in Lebanon, Tennessee. Those members present were Commissioners Clint Thomas, Eugene Murray and Jeff Joines, being all the members of the Committee with the exception of Commissioners Wendell Marlowe and Nathan Clariday, who were absent. Also present was County Mayor Randall Hutto, County Attorney Michael R. Jennings and Commissioners Sara Patton and Terry Scruggs.

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

Motion to approve the minutes of the October 4, 2012 meeting as printed was made by Commissioner Murray, seconded by Commissioner Joines and carried unanimously.

Chairman Thomas presented a resolution in support of House Bill #0274. He explained the legislation. Motion to recommend the resolution in support of HB #0274 was made by Commissioner Murray, seconded by Commissioner Joines and carried unanimously.

Chairman Thomas presented Senate Bill #619. After some discussion, motion to take this under advisement, seek more information and bring back later if necessary was made by Commissioner Joines, seconded by Commissioner Murray and carried unanimously.

Chairman Thomas presented House Bill #0475. He explained this legislation. He noted that it appears to be the less stringent of six or seven bills proposed. Motion to recommend this to the County Commission was made by Commissioner Joines, seconded by Chairman Thomas and carried unanimously.

Commissioner Joines noted that we may want to look at the proposed 2013 Financial Management Act. It has been through several amendments.

Chairman Thomas suggested that we may want to look at the fracking legislation.

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