MINUTES
GENERAL OPERATIONS COMMITTEE
BEN HARRIS, CHAIRMAN
SEPTEMBER 8, 2026

Present:
Ben Harris, Chairman
Daniel Bristol, Vice-Chairman
Billy Barnfield
Matt Campbell
Nick Ivey
Adam Issa
Matthew Shoaf

Also Present:
John Isbell, County Mayor
Eric Sitler, Law Director
Scott Shamrock, Projects and Grant Specialist
Jennifer Mitchell, minute taker

Chairman Harris brought the regular meeting of the General Operations Committee to order with an invocation by Comm. Campbell on Tuesday, September 8, 2026, at 6:00 p.m. in the Sumner County Administration Building. Chairman Harris declared a quorum present to conduct business.

3. Approval of Agenda.

Without objection, Chairman Harris combined item 10a with item 10gii, removed item 10b, removed item 10f and added item 10h Surplus Ambulances.

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

4. Approval of Minutes.

a. July 6, 2026.

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

b. August 11, 2026 – Special Called

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

5. Recognition of the Public.

David Klein of 398 Branham Mill Road, addressed the committee regarding the Election Commission's use of the Tennessee Rehabilitation Center (TRC) building, including previous litigation concerning control of county-owned property and prior efforts to identify suitable space for the Election Commission.

Tim Jones of 112 Georgetown Drive, Hendersonville addressed the committee regarding the proposed facilities relocation policy, flooding concerns in the Cottontown area, and the Courtroom 5C project, emphasizing compliance with state law and careful review of county projects and expenditures.

6. Report of the Chairman.

No report

7. Report of the Finance Director.

a. Capital Projects and ARPA Projects Update.

Scott Shamrock, Projects and Grant Specialist gave updates on the following projects:

- Hendersonville Health Department project had been completed, and the keys had been turned over for installation of technology and medical equipment.
- The County Clerk bathroom project was reported complete, with a minor correction having been addressed and final confirmation pending.
- The seven SWIG projects located in Portland and Westmoreland were reported complete. Westmoreland's reimbursement documentation had been received, and Portland's reimbursement request was expected to be submitted by the end of the week.
- Brown House project, the as-built documents have been received and the final invoice paid. The final payment to the Friends group expected to be issued toward the end of the month.

The committee reviewed the capital project report in detail. Discussion included the Westmoreland EMS project, Courtroom 5C, Recovery Court, Sheriff's Office remodel, Gallatin SWIG project, Drake's Creek, Rolling Hills sidewalk project, The Hollows, and ARPA stormwater projects.

The committee discussed improving future project reports to more clearly identify each project's current phase, percentage of physical completion, percentage of budget expended, whether the project is on schedule, any items preventing progress, and a realistic, estimated completion date.

8. Report of the County Mayor.

a. Cottontown Flood Mitigation Plan Implementation.

County Mayor John Isbell reported that the County was awaiting completion of the survey and quitclaim deed for the proposed White House EMS station

property, which is being donated to the County. Once completed, the matter will be returned to the committee and County Commission for consideration. He also reported that a conceptual drawing was being developed for the proposed Oak Grove EMS station and that the County planned to request a donation from Resource Authority of approximately two acres near the existing EMS station and volunteer fire department on Blackey Bandy Road.

He also reported that the Old Courthouse Ad Hoc Committee continued to meet and that the deadline for responses to the RFQ for architectural services had been extended to October 1, 2026.

Mr. Isbell also reported that the first-floor flooring at EMS Station No. 1 had deteriorated and become a trip hazard. An estimate of approximately $95,000 has been received, and funding of up to $100,000 will be requested from capital project funds. Updates were also provided regarding HVAC replacements at the Sumner County Archives, Portland Library, Millersville Library, and Administration Building.

Discussion followed regarding the proposed White House EMS station and the additional coverage it would provide to White House and surrounding areas.

9. Old Business.

There was no old business.

10. New Business.

a. Facilities Relocation Policy Ad-hoc Committee.

Combined with item 10gii

b. Department of Safety tower expansion proposal.

Removed from the agenda

c. Assessor of Property Surplus.

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

d. Health Department Surplus.

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

e. Sheriff's Office Surplus to GovDeals.

Comm. Shoaf moved, seconded by Comm. Campbell, to approve.

County Mayor John Isbell advised that the City of Portland had requested the K-9 vehicle included on the surplus list and that the Sheriff was agreeable to donate the vehicle to the City of Portland.

Comm. Shoaf amended his motion to approve, excluding the K-9 vehicle from the surplus list to be donated to the City of Portland. Comm. Campbell agreed to the change.

Without objection, Chairman Harris suspended the rules to allow Comm. Jones to speak to the matter.

Chairman Harris brought the meeting back in session.

The Committee voted unanimously to approve the motion as amended.

f. EMA Equipment damage

Removed from the agenda

g. Election Commission
   i. Case Status
   ii. Formation of Ad-hoc Committee

10b. Facilities Relocation Policy Ad-hoc Committee

The Committee entered Executive Session at 6:31 p.m. The meeting reconvened at 6:45 p.m.

h. EMS Surplus of Ambulances.

Without objection, Chairman Harris suspended the rules to allow EMS Chief John Michael Poss speak to the matter. Mr. Poss explained that the vehicles were older, out of service, and had significant mechanical issues. He further stated that the ambulances had not been used for several years and were no longer suitable for service. He also explained that ambulances are generally placed on a five-year rotation from frontline service and may subsequently be used as reserve units. He noted that EMS is currently operating some frontline ambulances with nearly 300,000 miles due to delays in obtaining replacement ambulances. He stated that the vehicles proposed for surplus were more than ten years old, except for a 2021 vehicle that had been wrecked and replaced.

Comm. Campbell moved, seconded by Comm. Ivey, to approve. The motion carried unanimously.

10gii. Formation of Ad-hoc Committee for Election Commission.

Comm. Shoaf moved, seconded by Comm. Issa, to approve formation of ad hoc Committee. The motion carried unanimously.

Chairman Harris appointed the following members:

Adam Issa
Matthew Shoaf
Merrol Hyde
Nick Ivey
Jacob Edgar

Comm. Campbell moved, seconded by Comm. Shoaf, for the ad hoc to also address the facilities relocation policy. The motion carried unanimously.

7. Recognition of the Public Non-Agenda Items.

None

8. Adjournment. Upon motion of Comm. Shoaf and seconded by Comm. Ivey, the Committee adjourned at 6:52 p.m.

Prepared by Jennifer Mitchell

Sign-In Sheet

COMMITTEE NAME:

DATE_____

Name	Address	Agenda Item to be Discussed
David Klein	398 Brantham Mill Rd	10g
Tim Jones	112 Georgetown Dr.	8A 10A 10g.

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

Master Projects List

Project Name	Assigned	Funding Source	Original Budget	Budget Amendments	Total Budget	Expenditures	% of Budget Expended	Estimated Completion Date	Status
Westmoreland EMS	Scott	ARPA/Capital	$ 3,738,150.60	$ 109,387.55	$ 3,847,538.15	$ 2,841,728.42	74%	10/3/2026	Working on Retaining wall, Dry walling, Window frames installed. Next Meeting 9/9/2026
Courtroom 5C	Scott	Capital	$ 809,685.13	$ -	$ 809,685.13	$ 737,057.40	91%	TBD	Reviewing CO and will forward to Budget. Courtroom complete minus technology.
Recovery Court	Scott	Opioid	$ 575,840.00	$ -	$ 575,840.00	$ 217,151.19	38%	10/15/2026	Framing/electrical roughed in, Drywalling started, awaiting door frames and ceiling grid to arrive.
Sheriff Remodel	Scott	Capital	$ 320,000.00	$ -	$ 320,000.00	$ 169,600.00	53%	TBD	Updating models and plans. Finalized plans/RFP documents expected to be completed by October. Out to bid in October/November, under contract in December, Work Start January 1, 2027
Gallatin SWIG	Dustin	ARPA	$ 9,000,000.00	$ -	$ 9,000,000.00	$ 9,000,000.00	100%	1/15/2026	Prepaid; passed all audit inspections
SR258/Drakes Creek	Planning	Capital	$ 607,021.00	$ 404,225.00	$ 1,011,246.00	$ 345,928.85	34%	7/21/2027	Utility coordination completed, appraisals under review and negotiation will begin in the coming weeks
Rolling Hills Sidewalk	Planning	Capital	$ 92,800.00	$ -	$ 92,800.00	$ 36,054.89	39%	5/11/2027	Under design with consultant.
The Hollows Drainage Project Phase 1	Planning	ARPA/Capital	$ 748,878.00	$ -	$ 748,878.00	$ 727,878.00	97%	9/30/2026	Phase 1 is substantially complete. The Highway Department will place curbs next week and all the yards/mailboxes can be restored.
Millersville Stormwater	Dustin	ARPA	$ 521,000.00	$ -	$ 521,000.00	$ 521,000.00	100%	10/31/2026	Prepaid; passed all audit inspections
ECD Broadband	Dustin	Grant	$ 100,000.00	$ -	$ 100,000.00	$ 96,441.26	96%	10/31/2026	All classes complete, laptops distributed, only remaining items will be monthly WIFI bills for park and downtown Portland through October
The Hollows Drainage Project Phase 2	Planning	ARPA/Capital	$ 971,255.00	$ 158,135.00	$ 1,129,390.00	$ 1,041,807.00	92%	9/30/2026	Phase 2 is substantially complete. The Highway Department will place curbs next week and all the yards/mailboxes can be restored.
EMS Station 1 HVAC Unit Replacement	Scott	Capital	$ 49,049.00	$ -	$ 49,049.00	$ -	0%	9/30/2026	Installation beginning of September 15th, 2026.
Hendersonville County Clerk Bathroom Renovation	Scott	Capital	$ 23,138.00	$ -	$ 23,138.00	$ -	0%	8/12/2026	Awaiting final inspection approval from Hendersonville

Highlights

1. Completed the Hendersonville Health Dept. **2.** County Clerk bathroom is complete; Awaiting the final inspection from Hendersonville. **3.** The County's 7 water line projects (3 Portland, 4 Westmorland) are complete. **4.** Received as-builts for the Brown House and paid final invoice.

SUMNER COUNTY
COUNTY MAYOR

JOHN C. ISBELL
COUNTY MAYOR
johncisbell@sumnercountytn.gov

355 N. BELVEDERE DRIVE, ROOM 102
GALLATIN, TENNESSEE 37066
PHONE (615) 452-3604 • FAX (615) 451-6066

COUNTY MAYOR'S REPORT

General Operations Committee

September 2026

I. FACILITIES AND CAPITAL PROJECTS

A. White House EMS Station

The site survey remains pending. The Office continues to coordinate with the Sumner County School System regarding the parcel proposed for donation.

B. Oak Grove EMS Station

A conceptual site drawing is being prepared for an approximately two-acre parcel located on Blackey Bandy Road. Upon completion, the drawing will be presented to RASCO for consideration of a land donation.

C. Old Courthouse

A Request for Qualifications for architectural services has been issued. Responses are due September 17, 2026.

II. MAINTENANCE AND REPAIR

A. EMA/EMS Station #1 — Flooring Replacement

The Office is identifying funding for replacement of the flooring at the EMA/EMS Station #1 location. The current condition of the flooring presents a liability concern for the County.

B. HVAC Unit Replacement Program

EMS Station #1- HVAC Unit Replacement Installation 9/15.

Two Bids solicitations are currently open:

Project	Bid Opening
Sumner County Archives — Unit Replacement	September 10, 2026
Portland Library, Millersville Library, and Administration Building — Unit Replacement	September 18, 2026

Respectfully Submitted,

John C. Isbell, Ph.D., TCEcD

John C. Isbell

From: John Michael Poss <jposs@sumnerems.org>
Sent: Tuesday, September 8, 2026 5:44 PM
To: John C. Isbell
Subject: [EXTERNAL]Fwd: Surplus ambulances

John Michael Poss
Director Chief
Sumner County EMS
255 Airport Road
Gallatin, TN 37066
Phone: 615-451-0429 Ext. 2123
Email:jposs@sumnerems.org

---------- Forwarded message ---------
From: **John Michael Poss** <jposs@sumnerems.org>
Date: Thu, Jul 16, 2026, 15:35
Subject: Surplus ambulances
To: Ben Harris <ben.harris@sumnercountytn.gov>, John C. Isbell <johncisbell@sumnercountytn.gov>

Chairman Harris,

Below is a list of ambulances that need to be surplused. Would it be possible to waive the website posting requirement and proceed directly to GovDeals with these?

2016 Ford F350 Ambulance	Crestline	73	N	1FDRF3GT3GEC54057	May run with battery missing parts Miles 209,000
2016 Ford F350 Ambulance	Crestline	74	N	1FDRF3GT5GEC54058	May run with battery missing parts Miles 235,000
Ford Transit	Medix	79	N	1FDYR2CV1HKB16086	Bad engine Missing Parts Miles 148,000
2017 Ford F350 Ambulance	Crestline	78	N	1FDRF3GT3HEB80656	Bad Transmission Missing parts Miles 183,000
2019 Ford F350 Ambulance	Crestline	84	N	1FDRF3HT4KDA05246	Wrecked Missing parts no start Miles 150,000
2017 Ford F350 Ambulance	Crestline	83	N	1FDRF3HT5HEE35435	Missing rear Bumper May start with battery Miles 315,000
2021 Ford F450 Ambulance	Demers	95	N	1FDUF4FTXMED59638	Wrecked Ambulance Chassis

Thank you,
John Michael Poss