

**MINUTES
OF
PUTNAM COUNTY COMMISSION
MAY 16, 2011**

Prepared by:

Wayne Nabors
Putnam County Clerk
121 S Dixie Avenue
Cookeville, TN 38501

STATE OF TENNESSEE

COUNTY OF PUTNAM

BE IT REMEMBERED: that on May 16, 2011 there was a regular meeting of the Putnam County Board of Commissioners.

There were present and presiding the Chairman Bob Duncan and County Clerk Wayne Nabors.

The Sheriff David Andrews called the meeting to order.

The Chairman Bob Duncan recognized Mark Gaw, Minister of the Washington Avenue Baptist Church for the Invocation.

The Chairman recognized ROTC Student, Austin Patterson to lead the Pledge to the Flag of the United States of America.

The Chairman asked the Commissioners to signify their presence at the meeting and the following were present:

PRESENT

Scott Ebersole
Tom Short
David Gentry
Jerry Ford
Ron Williamson
Anna Ruth Burroughs
Terry Randolph
Chris Savage
Reggie Shanks
Joe Trobaugh
Michael Medley

Eris Bryant
Sue Neal
Jonathan Williams
Daryl Blair
Kevin Maynard
Kim Bradford
Bob Duncan
Marsha Bowman
Steve Pierce
Mike Atwood
Cathy Reel

ABSENT

Andy Honeycutt

Jim Martin

The Clerk announced that twenty-two (22) were present and two (2) absent. Therefore, the Chairman declared a quorum.

MOTION RE: APPROVE AGENDA

Commissioner Scott Ebersole moved and Commissioner Kevin Maynard seconded the motion to approve the agenda.

(SEE ATTACHED)

AGENDA PUTNAM COUNTY BOARD OF COMMISSIONERS

Monthly Awards will be presented at 5:45 PM

**Regular Monthly Session
Monday, May, 16, 2011**

**Presiding: Honorable Bob Duncan
Commission Chairman**

- 1. Call to Order - Sheriff David Andrews**
- 2. Invocation: *District 9***
- 3. Pledge to the Flag of the United States of America: *District 6***
- 4. Roll Call - County Clerk Wayne Nabors**
- 5. Approval of the Agenda**
- 6. Approval of the Minutes of Previous Meeting**
- 7. Unfinished Business and Action Thereon by the Board**

A. Report of Standing Committees

1. Planning Committee
2. Fiscal Review Committee
3. Nominating Committee

B. Report of Special Committees

C. Other Unfinished Business

8. Quarterly Reports and Action Thereon by the Board

A. Road Fund - Randy Jones, Supervisor

Note: These were approved in

Fiscal Review

B. School Funds - Dr. Kathleen Airhart, Director of Schools

C. County General Fund, Debt Service Fund, Solid Waste Sanitation Fund,
and Self Insurance Fund - Kim Blaylock, County Executive

9. New Business and Action Thereon by the Board

A. Report of Standing Committees

1. Planning Committee

- a. Recommends approval to dissolve the Parks and Recreation Board. **EFFECTIVE 6-1-11.**
- b. Recommends approval that the County Clerk compile and maintain a manual with the County policies.

2. Fiscal Review Committee

- a. Recommends approval of budget amendments to the General Purpose School Fund as presented.
- b. Recommends approval of the budget amendment to the County General Fund in the amount of \$357,886.
- c. Recommends approval of budget amendments to the Road Department Fund in the amount of \$48,100
- d. Recommends approval of budget amendments to the Debt Service Fund in the amount of \$69,579.
- e. Recommends approval of a Resolution to Ratify Chapter 979 of the Public Acts of 1998 regarding Judicial Forfeitures as requested by the District Attorney Randy York.
- f. Recommends to raise the meeting fees for the County Board of Equalization from \$40 per meeting to \$60 per meeting, with the Chairman of this Committee receiving \$70 per meeting.
- g. Recommends approval for the Solid Waste Department to increase tire disposal fees from \$22 to \$33 per ton. **EFFECTIVE 7-1-11.**
- h. Recommends approval that \$7,244 be appropriated to the Trail Authority to be combined with the appropriations of the three other government entities to facilitate the Trail Authority work on behalf of all four governments for the 2011-2012 budget.
- i. Recommends approval of the changes for the Rail Trail Authority Bylaws, to delete the representation of the U C Heritage Association and add a representative of Leadership Putnam.
- j. Recommends approval of the changes for the Rail Trail Authority Bylaws that address new recommendations for an Attendance Policy to deter repeated absences by members.

3. Nominating Committee

- a. Recommends the following to serve on the Redistricting Committee:

Monterey Area Representative-John Ludwig
Algood Area Representative-Rick Reel
Baxter Area Representative-Eric Brown
Cookeville City Representatives

Joe Albrecht
Jason ~~Hix~~ **Hicks**
Ricky Shelton

County Commission Representatives

Jim Martin
Tom Short
Mike Atwood
Ron Williamson
Jonathon Williams
Sue Neal
Scott Ebersole

County Commission Chairman-Bob Duncan
Election Commission Administrator-Debbie Steidl

B. Report of Special Committees

C. Resolutions

- a. Consider a Resolution to expand franchise areas for Middle Tennessee Natural Gas Utility District.

D. Election of Notaries

E. Other New Business

1. Judicial Commission Interview Committee recommends the following be appointed as Judicial Commissioner:

Delores Talkington	2 year terms
Tom Derricks	
James Lane	
Ken Parrott	

10. Announcements and Statements

11. Adjourn

The Chairman asked for a voice vote on the motion to approve the agenda for the May 16, 2011 meeting of the Putnam County Board of Commissioners. The motion carried.

MOTION RE: APPROVE MINUTES OF THE PREVIOUS MEETING

Commissioner Kevin Maynard moved and Commissioner Eris Bryant seconded the motion to approve the minutes of the April 18, 2011 meeting of the Putnam County Board of Commissioners.

The Chairman asked for a voice vote on the motion to approve the minutes of the April 18, 2011 meeting of the Putnam County Board of Commissioners. The motion carried.

UNFINISHED BUSINESS AND ACTION THEREOF BY THE BOARD

REPORT OF STANDING COMMITTEES

PLANNING COMMITTEE: No unfinished business.

FISCAL REVIEW COMMITTEE: No unfinished business.

NOMINATING COMMITTEE: No unfinished business.

REPORT OF SPECIAL COMMITTEES: None

OTHER UNFINISHED BUSINESS: None

QUARTERLY REPORTS AND ACTION THEREON BY THE BOARD

MOTION RE: QUARTERLY REPORT FOR ROAD FUND – RANDY JONES, SUPERVISOR

Commissioner Michael Medley moved and Commissioner Kevin Maynard seconded the motion to approve the Quarterly Report for the Road Fund.

(SEE ATTACHED)

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**PUTNAM COUNTY HIGHWAY DEPARTMENT
QUARTERLY REPORT FOR JAN., FEB., AND MARCH, 2011**



RANDY JONES, ROAD SUPERVISOR

131-ROAD FUND

REVENUE:

<u>REVENUE CODE NUMBERS</u>	<u>ESTIMATED</u>	<u>AMENDMENTS</u>	<u>1ST. QUARTER</u>	<u>2ND. QUARTER</u>	<u>3RD. QUARTER</u>	<u>TOTAL</u>	<u>UN-REALIZED</u>
40000.110 - 43000.320 LOCAL TAXES	1,338,194	0.00	24,697	526,099	705,129	1,255,925	82,269
44000.130 - 44000.990 OTHER LOCAL	2,000	33,000	964	34,187	6,629	41,780	-6,780
46000.410 - 46000.930 STATE REV	2,975,917	0.00	345,494	520,573	477,294	1,343,361	1,632,556
47000.100 - 47000.142 FEDERAL	0.00	76,766	0.00	73,913	0.00	73,913	2,853
INCREASE REVENUE FROM FUND BALANCE	<u>0.00</u>	<u>105,000</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
	<u>4,316,111</u>	<u>214,766</u>	<u>371,155</u>	<u>1,154,772</u>	<u>1,189,052</u>	<u>2,714,979</u>	<u>1,710,898</u>

EXPENDITURES:

<u>EXPENDITURES CODE NUMBERS</u>	<u>ESTIMATED</u>	<u>AMENDMENTS</u>	<u>1ST. QUARTER</u>	<u>2ND. QUARTER</u>	<u>3RD. QUARTER</u>	<u>TOTAL</u>	<u>UN-EN CUMBERED</u>
61000 ADMINISTRATION	309,428	-4,800	80,744	78,398	58,944	218,086	86,542
62000 ROAD CONST. & MAINT.	2,636,551	122,609	393,436	663,509	324,103	1,381,048	1,378,112
63100 OPER. & MAINT. OF EQUIP.	270,641	47,341	73,115	86,233	66,425	225,773	92,209
65000 OTHER CHARGES	195,047	-40,384	83,737	29,525	28,195	141,457	13,206
68000 CAPITAL OUTLAY	<u>1,187,766</u>	<u>90,000</u>	<u>49,538</u>	<u>47,773</u>	<u>32,595</u>	<u>129,906</u>	<u>1,147,860</u>
TOTAL EXPENDITURES	<u>4,599,433</u>	<u>214,766</u>	<u>680,570</u>	<u>905,438</u>	<u>510,262</u>	<u>2,096,270</u>	<u>2,717,929</u>

The Chairman asked for discussion on the motion to approve the Quarterly Report for the Road Fund. There was none.

The Chairman asked for a voice vote on the motion to approve the Quarterly Report for the Road Fund. The motion carried.

MOTION RE: QUARTERLY REPORT FOR THE SCHOOL FUNDS – DR. KATHLEEN AIRHART, DIRECTOR OF SCHOOLS

Commissioner Sue Neal moved and Commissioner Eris Bryant seconded the motion to approve the Quarterly Report for the School Funds.

(SEE ATTACHED)

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Department of Education Putnam County

DR. KATHLEEN M. AIRHART, Director of Schools

Board of Education

Eric Brown, Chairman
Robert Hargis, Vice-Chairman

1400 East Spring Street
Cookeville, Tennessee 38506-4313
Phone (931) 526-9777
FAX (931) 372-0391

Board Members

Dr. Ray Jordon
Jerry Maynard
David McCormick
Dr. Janet Moore

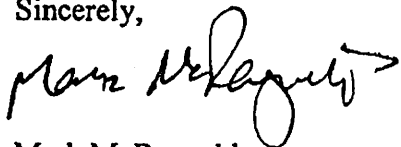
April 27, 2011

Honorable Commissioners
Putnam County Courthouse
Cookeville, TN 38501

Honorable Commissioners:

Please consider approval of the Quarterly Reports for the General Purpose School Fund and Capital Project Fund for the quarter ended March 31, 2011.

Sincerely,



Mark McReynolds
Putnam County Board of Education

**PUTNAM COUNTY BOARD OF EDUCATION
GENERAL PURPOSE SCHOOL FUND
QUARTERLY REPORT FOR THE QUARTER ENDING MARCH 2011**

Revenues:	2010-2011 Budget	Actual Revenues Jul-Sept 2010	Actual Revenues Oct-Dec 2010	Actual Revenues Jan-Mar 2011	Actual Revenues Apr-Jun 2011	Total Revenues Year to Date
40000 Local Revenue	27,593,951	2,708,619	8,780,924	10,657,347		22,146,890
41000 License Permits	5,000	988	1,397	969		3,354
43000 Current Services	98,511	65,659	115,485	107,743		288,886
44000 Other Local Revenue	96,000	6,911	96,861	29,375		133,147
46500 State of Tennessee	40,370,042	7,949,346	12,317,340	15,872,982		36,139,668
46800 Other State Revenues	135,000	20,838	45,466	23,257		89,561
46980 Other State Grants	692,738	1	8,950	5,268		14,218
47100 Federal Thru State	498,371	40,427	278,937	48,904		368,269
48000 Donations/Other	9,000	-	-	-		-
49000 Other Sources	520,899	26,642	194,914	95,237		316,793
	<u>70,019,511</u>	<u>10,819,431</u>	<u>21,840,274</u>	<u>26,841,082</u>	<u>-</u>	<u>59,500,787</u>

**PUTNAM COUNTY BOARD OF EDUCATION
GENERAL PURPOSE SCHOOL FUND
QUARTERLY REPORT FOR THE QUARTER ENDING MARCH 2011**

Expenditures:	2010-2011 Budget	Actual Encumbrances & Expenditures Jul-Sept 2010	Actual Encumbrances & Expenditures Oct-Dec 2010	Actual Encumbrances & Expenditures Jan-Mar 2011	Actual Encumbrances & Expenditures Apr-Jun 2011	Total Encumbrances & Expenditures Year to Date
71100 Regular Education	34,809,785	6,666,253	8,454,919	12,022,176		27,143,347
71150 Alternative Education	611,884	95,700	147,582	141,952		385,233
71200 Special Education	6,673,349	1,121,958	1,708,140	1,655,756		4,485,853
71300 Vocational Education	1,288,935	226,192	312,094	324,153		862,439
71600 Adult Education	146,070	14,784	22,886	18,300		55,970
72110 Attendance	183,935	46,470	44,966	45,428		136,863
72120 Health Services	915,732	117,724	164,992	151,871		434,587
72130 Other Student Services	2,496,776	461,414	561,670	519,224		1,542,308
72210 Regular Ed. Support	2,287,659	499,275	631,587	650,833		1,781,695
72215 Alternative Ed. Support	113,173	28,970	28,860	27,663		85,492
72220 Special Ed. Support	405,560	107,648	91,074	105,791		304,513
72230 Vocational Ed. Support	59,252	13,103	19,480	20,406		52,990
72260 Adult Ed. Support	136,938	34,215	31,290	30,272		95,776
72310 Board of Education	1,181,410	371,268	335,579	282,078		988,925
72320 Office of the Director	166,915	41,277	40,836	42,496		124,610
72410 Office of Principal	4,483,319	796,244	1,120,257	1,064,216		2,980,717
72510 Fiscal Services	627,599	168,469	125,078	110,960		404,507
72520 Human Services/Personnel	176,892	46,899	46,224	40,468		133,591
72610 Operation of Plant	6,415,412	3,143,430	705,111	1,080,458		4,928,999
72620 Maintenance of Plant	1,922,108	651,462	559,650	496,238		1,707,350
72710 Transportation	2,261,844	542,605	850,717	390,026		1,783,348
72810 Central & Other Support	524,618	124,672	145,298	120,439		390,410
73100 Food Services	190,899	42,374	50,754	46,104		139,231
73300 Community Services	698,027	10,492	173,911	168,068		352,471
73300 Early Childhood Education	1,655,184	278,854	405,147	400,043		1,084,043
91300 Education Capital Projects	0	0				0
99100 Operating Transfers	0	0	500,000	0		500,000
TOTAL	70,433,274	15,651,751	17,278,101	19,955,417	0	52,885,270

**PUTNAM COUNTY BOARD OF EDUCATION
CAPITAL PROJECTS FUND
QUARTERLY REPORT FOR THE QUARTER ENDING MARCH 2011**

	2010-2011 Budget	Actual Encumbrances & Expenditures Jul-Sept 2010	Actual Encumbrances & Expenditures Oct-Dec 2010	Actual Encumbrances & Expenditures Jan-Mar 2011	Actual Encumbrances & Expenditures Apr-Jun 2011	Total Encumbrances & Expenditures Year to Date
Expenditures:						
91300 Education Capital Projects	0	4,368,654	4,864,470	1,296,273		10,529,398
TOTAL	<u>0</u>	<u>4,368,654</u>	<u>4,864,470</u>	<u>1,296,273</u>	<u>0</u>	<u>10,529,398</u>

The Chairman asked for discussion on the motion to approve the Quarterly Report for the School Fund. There was none.

The Chairman asked for a voice vote on the motion to approve the Quarterly Report for the School Fund. The motion carried.

MOTION RE: QUARTERLY REPORT FOR THE COUNTY GENERAL FUND, DEBT SERVICE FUND, SOLID WASTE SANITATION FUND, AND SELF INSURANCE FUND – KIM BLAYLOCK, COUNTY EXECUTIVE

Commissioner Joe Trobaugh moved and Commissioner Cathy Reel seconded the motion to approve the Quarterly Report for the County General Fund, Debt Service Fund, Solid Waste Sanitation Fund, and Self Insurance Fund.

(SEE ATTACHED)

COUNTY GENERAL BUDGET 2010-2011
Statement of Revenues and Expenditures
Period ending March 31, 2011

REVENUES:

		<u>TOTAL ESTIMATED</u>	<u>REC'D THRU 3-31-2011</u>	<u>BALANCE</u>
40000	Local Taxes	13,758,788.00	12,674,118.26	1,084,669.74
41000	Licenses and Permits	235,500.00	226,034.02	9,465.98
42000	Fines, Forfeitures and Penalties	619,000.00	442,262.39	176,737.61
43000	Charges for Current Service	2,954,000.00	2,547,698.42	406,301.58
44000	Other Local Revenue	1,086,000.00	579,498.31	506,501.69
45000	Fees Received from County Officials	3,575,000.00	2,551,789.27	1,023,210.73
46000	State of Tennessee	2,840,506.00	1,498,344.71	1,342,161.29
47000	Federal Government	931,675.00	76,656.84	855,018.16
48000	Other Governments and Citizens Groups	155,000.00	201,498.74	(46,498.74)
49000	Other Sources (Note Proceeds)	<u>232,334.00</u>	<u>3,595.00</u>	<u>228,739.00</u>
TOTAL REVENUES		26,387,803.00	20,801,495.96	5,586,307.04
Estimated Fund Balance - June 30, 2010		6,001,996.00		

EXPENDITURES:

		<u>TOTAL ESTIMATED</u>	<u>PAID THROUGH 3-31-2011</u>	<u>BALANCE</u>
51000	General Administration	3,905,498.00	3,455,675.81	449,822.19
52000	Finance	1,432,581.00	1,347,022.92	85,558.08
53000	Administration of Justice	1,864,244.00	1,841,740.49	22,503.51
54000	Public Safety	8,042,489.00	6,676,650.15	1,365,838.85
55000	Public Health & Welfare	4,492,961.00	4,346,989.11	145,971.89
56000	Social, Cultural & Recreational Services	1,342,881.00	1,086,297.74	256,583.26
57000	Agriculture & Natural Resources	208,441.00	144,245.77	64,195.23
58000	Other Operations	6,931,741.00	1,455,758.88	5,475,982.12
99000	Transfers Out	<u>229,444.00</u>	<u>0.00</u>	<u>229,444.00</u>
TOTAL EXPENDITURES		28,450,280.00	20,354,380.87	8,095,899.13

SOLID WASTE/SANITATION BUDGET - 2010-2011**Statement of Revenues and Expenditures****Period Ending March 31, 2011**

REVENUES:		<u>TOTAL ESTIMATED</u>	<u>REC'D THRU 3-31-2011</u>	<u>BALANCE</u>
40000	Local Taxes	2,584,820.00	2,530,303.74	54,516.26
43000	Charges for Current Service	790,000.00	568,973.37	221,026.63
44000	Other Local Revenues	250,000.00	241,964.03	8,035.97
46000	State of Tennessee	<u>23,000.00</u>	<u>11,834.90</u>	<u>11,165.10</u>
TOTAL REVENUES		3,647,820.00	3,353,076.04	294,743.96

Estimated Fund Balance-June 30, 2010	1,567,931.00
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EXPENDITURES:		<u>TOTAL ESTIMATED</u>	<u>PAID & ENCUMBERED THROUGH 3-31-2011</u>	<u>BALANCE</u>
55000	Public Health and Welfare	3,846,972.79	1,861,968.27	1,985,004.52
58000	Other General Government	<u>63,000.00</u>	<u>57,208.60</u>	<u>5,791.40</u>
TOTAL EXPENDITURES		3,909,972.79	1,919,176.87	1,990,795.92

DEBT SERVICE BUDGET - 2010-2011
Statement of Revenues and Expenditures
Period Ending March 31, 2011

REVENUES:		TOTAL ESTIMATED	<u>REC'D THRU 3-31-2011</u>	<u>BALANCE</u>
40000	Local Taxes	9,668,264.00	9,381,424.88	286,839.12
44000	Other Local Revenues	342,334.00	52,050.45	290,283.55
49000	Operating Transfers	<u>785,000.00</u>	<u>60,038.56</u>	<u>724,961.44</u>
TOTAL REVENUES		<u>10,795,598.00</u>	<u>9,493,513.89</u>	<u>1,302,084.11</u>

Estimated Fund Balance-June 30, 2010	16,710,106.00
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EXPENDITURES:		TOTAL ESTIMATED	<u>PAID THRU 3-31-2011</u>	<u>BALANCE</u>
82000	Education Debt	12,291,257.00	12,262,220.78	29,036.22
90000	Public Safety Projects	773,625.00	843,203.44	(69,578.44)
99100	Transfers Out	<u>232,334.00</u>	<u>0.00</u>	<u>232,334.00</u>
TOTAL EXPENDITURES		<u>13,297,216.00</u>	<u>13,105,424.22</u>	<u>191,791.78</u>

PUTNAM COUNTY SELF INSURANCE FUND
FUND BALANCE SUMMARY FOR 2010 - 2011
As of March 31, 2011

Fund Balance as of December 31, 2010		2,845,072.38
PLUS: Departmental Deposits	208,513.75	
Interest	3,766.80	
Corrected 12/31/10 Duplicate Entry	-1,252.09	
	211,028.46	
LESS: Liability Claims	5,400.54	
Work Comp Claims	384,824.28	
Medical Records	483.06	
Claim Adjuster Fees	12,430.94	
Legal Fees	20,450.48	
Court Reporter & Court Costs	0.00	
Insurance	18,916.00	
WC Fees to PMA Insurance Group	3,875.00	
Schools Risk Management Survey	3,000.00	
Actuary Report	3,190.61	
Management fee	0.00	
Check Stock from bank	44.43	
Liability Reserve Increase		
(Decrease) this period	67,000.00	
Work Comp Reserve Increase		
(Decrease) this period	492,761.00	
	1,012,376.34	
Ending Fund Balance as of March 31, 2011		2,043,724.50

CASH SUMMARY

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Checking account balance as of 03/31/2011	2,284,484.95	
Certificate of Deposit as of 03/31/2011	1,544,264.50	
Brentwood Services WC Claim Payment Act 03/31/2011	3,387.35	
Outstanding items:		
CK 2086	-1.00	
CK 2110	-11,150.00	
CK 2111	-521.66	
CK 2113	-144.00	
PMA Outstanding Draft	-4,279.64	
Ending Cash Balance as of 03/31/2011		3,816,040.50
Less: Open Liability Claim Reserves as of 03/31/2011		-300,000.00
Open Work Comp Claim Reserves as of 03/31/2011		-1,472,316.00
Ending Fund Balance as of March 31, 2011		2,043,724.50

Number of Open Liability Claims as of March 31, 2011	15
Number of Open Work Comp Claims as of March 31, 2011	60

This report was prepared by BB&T Legge Insurance on 04/26/2011

The Chairman asked for discussion on the motion to approve the County General Fund, Debt Service Fund, Solid Waste Sanitation Fund, and Self Insurance Fund. There was none.

The Chairman asked for a voice vote on the motion to approve the Quarterly Report for the County General Fund, Debt Service Fund, Solid Waste Sanitation Fund, and Self Insurance Fund. The motion carried.

NEW BUSINESS AND ACTION THEREON BY THE BOARD

REPORT OF STANDING COMMITTEES

PLANNING COMMITTEE

MOTION RE: PLANNING COMMITTEE RECOMMENDS APPROVAL TO DISSOLVE THE PARKS AND RECREATION BOARD

Commissioner Eris Bryant moved and Commissioner Jonathan Williams seconded the motion to approve dissolving the Parks and Recreation Board, effective June 1, 2011.

The Chairman asked for discussion on the motion to approve dissolving the Parks and Recreation Board, effective June 1, 2011. There was no discussion.

The Chairman asked the Commissioners to vote on the motion to approve dissolving the Parks and Recreation Board to be effective June 1, 2011. The Commissioners voted as follows:

FOR

Scott Ebersole
Tom Short
David Gentry
Jerry Ford
Ron Williamson
Anna Ruth Burroughs
Terry Randolph
Chris Savage
Joe Trobaugh
Michael Medley

Eris Bryant
Sue Neal
Jonathan Williams
Daryl Blair
Kevin Maynard
Kim Bradford
Bob Duncan
Steve Pierce
Mike Atwood
Cathy Reel

AGAINST

Reggie Shanks

Marsha Bowman

ABSENT

Andy Honeycutt

Jim Martin

The Clerk announced twenty (20) voted for, two (2) voted against, and two (2) absent. The motion carried.

MOTION RE: THE PLANNING COMMITTEE RECOMMENDS APPROVAL THAT THE COUNTY CLERK COMPILE AND MAINTAIN A MANUAL WITH THE COUNTY POLICIES

Commissioner Eris Bryant moved and Commissioner Jonathan Williams seconded the motion to approve the County Clerk compile and maintain a manual with the County policies.

(SEE ATTACHED)

Establishment of a Consolidated Countywide Policy Manual

The County Commission hereby requests:

- 1. That the County Clerk be requested to compile and maintain a manual containing any policies that are adopted by the County Commission. The Clerk is further requested to extract from the minutes of monthly meetings any policies that have been passed by the Commission since January 2001, and include them in the manual. This manual will be known as the Consolidated Countywide Policy Manual (CCPM).**
- 2. That the CCPM be published in both print form and online with print copies being distributed to all constitutional officers and appointed department heads.**
- 3. That a standard numbering system and print format be developed and implemented for all current and future policies within 180 days of adoption of the CCPM.**
- 4. That all policies included in the CCPM are put on a review schedule and a policy review committee will be established that would review and recommend revision and/or deletion of policies as needed.**
- 5. That the current policies, such as the personnel and fixed asset policies be included in the CCPM.**
- 6. That each policy specifically states which departments are affected and which are not.**

The Chairman asked for discussion on the motion to approve the County Clerk compile and maintain a manual with the County policies. The Commissioners discussed the motion.

The Chairman asked the Commissioners for a voice vote on the motion to approve the County Clerk compile and maintain a manual with the County policies. The motion carried.

FISCAL REVIEW COMMITTEE

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF BUDGET AMENDMENTS TO THE GENERAL PURPOSE SCHOOL FUND AS PRESENTED

Commissioner Mike Atwood moved and Commissioner Chris Savage seconded the motion to approve Budget Amendments to the General Purpose School Fund.

(SEE ATTACHED)

Department of Education Putnam County

DR. KATHLEEN M. AIRHART, Director of Schools

Board of Education

Eric Brown, Chairman
Robert Hargis, Vice-Chairman

1400 East Spring Street
Cookeville, Tennessee 38506-4313
Phone (931) 526-9777
FAX (931) 372-0391

Board Members

Dr. Ray Jordon
Jerry Maynard
David McCormick
Dr. Janet Moore

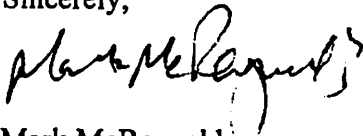
April 27, 2011

Honorable Commissioners
Putnam County Courthouse
Cookeville, TN 38501

Honorable Commissioners:

Please consider approval of the budget amendments to the General Purpose School Fund,
as submitted

Sincerely,



Mark McReynolds
Putnam County Board of Education

Enclosures:

- To allocate GED performance funds for the Adult Education Program.
- To budget for donation from United Way to Afterschool Program.

Department: Adult Education

<u>Item #</u>	<u>Fund #</u>	<u>Account #</u>	<u>Account Description</u>	<u>Current Approved Amount</u>	<u>Increase</u>	<u>Increase</u>	<u>Requested Approval Amount</u>
1	141	72260-790 REGAB	Other Equipment	5,000.00	7,500.00		12,500.00
2	141	712260-429 REGAB	Instructional Supplies	13,508.00	2,700.00		16,208.00
3	141	47120 REGAB	Revenue	162,978.00		10,200.00	173,178.00
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
							-
					10,200.00	10,200.00	-

Requested by:

Lynda Breeden
Supervisor

Official / Department Head

Reviewed by:

Supervisor
Mark M. [Signature]
Chief Financial Officer

Date: _____

Date: _____

The Chairman asked for discussion on the motion to approve Budget Amendments to the General Purpose School Fund. There was none.

The Chairman asked the Commissioners to vote on the motion to approve Budget Amendments to the General Purpose School Fund. The Commissioners voted as follows:

FOR:

Scott Ebersole
Tom Short
David Gentry
Jerry Ford
Ron Williamson
Anna Ruth Burroughs
Terry Randolph
Chris Savage
Reggie Shanks
Joe Trobaugh
Michael Medley

Eris Bryant
Sue Neal
Jonathan Williams
Daryl Blair
Kevin Maynard
Kim Bradford
Bob Duncan
Steve Pierce
Mike Atwood
Cathy Reel

AGAINST

Marsha Bowman

ABSENT

Andy Honeycutt

Jim Martin

The Clerk announced that twenty-one (21) voted for, one (1) voted against, and two (2) absent. The motion carried.

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF THE BUDGET AMENDMENT TO THE COUNTY GENERAL FUND IN THE AMOUNT OF \$357,886

Commissioner Mike Atwood moved and Commissioner Scott Ebersole seconded the motion to approve the Budget Amendment to the County General Fund in the amount of \$357,886.

(SEE ATTACHED)

BUDGET AMENDMENT SUMMARY FOR COUNTY GENERAL

May 2011
Corrected

<u>County General Expenditure</u>		<u>Debit</u>	<u>Credit</u>
51800	<u>County Buildings</u>		
196	Training	2,190	
307	Communications		4,000
334	Maint. Contracts		2,540
335	Maint.. Bldgs	13,500	
338	Maint. Vehicles		10,000
351	Rentals	2,649	
410	Custodial Supplies	350	
451	Uniforms		3,500
446	Small Tools	1,280	
790	Other Equipment	71	
53100	<u>Circuit Court Clerk</u>		
194	Jury & Witness Fees	2,010	
790	Office Equipment		2,010
53400	<u>Chancery Court</u>		
199	Other Per Diem		2,500
54110	<u>Sheriff's Dept.</u>		
106	Deputies	108,000	
148	Dispatchers		10,000
187	Overtime		50,000
189	Other Salaries	10,000	
196	In Service		5,000
399	Other Contracted Services		20,000
451	Uniforms		5,000
54210	<u>Jail</u>		
160	Guards	72,000	
340	Medical & Dental		50,000
422	Food		50,000
55130	<u>Ambulance Service</u>		
133	Paraprofessionals	124,576	
169	Part Time		90,482
187	Overtime		46,854
55190	<u>Infectious Disease</u>		
196	Training	7,000	
58500	<u>Other Agencies</u>		
316	Contributions		6000
<u>County General Revenue</u>			
39000	Fund Balance	2,500	
44990	Local Revenue	5,760	
48990	Other Gov't Agencies	6,000	
		357,886	357,886

Putnam County Budget Amendment/Transfer Authorization Form

Department: Other Agencies

Date: May 5, 2011

<u>Fund #</u>	<u>Account #</u>	<u>Account Description</u>	<u>Current Approved Amount</u>	<u>Decrease</u>	<u>Increase</u>	<u>Amount Requested</u>	<u>Amount Expended</u>
101	58500-316	Other Agencies Contributions	216,397		6,000	222,397	185,129
101	48900	Other Agency	85,000		6,000	91,000	168,770
							<i>Received</i>

Explanation: Additional funds needed for UCHRA

Requested By:
Kim Blaylock

Putnam County Budget Amendment/Transfer Authorization Form

Department: County Buildings

Date: April 27, 2010

<u>Fund #</u>	<u>Account #</u>	<u>Account Description</u>	<u>Current Amount</u>	<u>Decrease</u>	<u>Increase</u>	<u>Requested</u>	<u>Amount Expended</u>
101	51800-196	Training	2,190	2,190		0	0
	51800-307	Communication	9,700		4,000	13,700	10,953
	51800-334	Maint. Contracts	40,894		2,540	43,434	40,722
	51800-335	Maint. Bldgs.	285,038	13,500		271,538	245,891
	51800-338	Maint. Vehicles	184,300		10,000	194,300	179,164
	51800-351	Rentals	3,490	2,649		840	840
	51800-410	Custodial Supplies	25,000	350		24,650	15,071
	51800-451	Uniforms	11,640		3,500	15,140	11,438
	51800-446	Small Tools	3,880	1,280		2,600	2,599
	51800-790	Other Equipment	10,185	71		10,114	8,727

Explanation: See Memo

Requested By:
Dennis McBroom

Dennis McBroom, *Director*
Jerry Dobbs, *Assistant Director*

PUTNAM COUNTY
MAINTENANCE DEPT.
TENNESSEE

Phone: 931-526-7256
Fax: 931-528-1334

270 Carlen Drive
Cookeville, Tennessee 38501

April 28, 2011

To: Kim Blaylock – County Executive

From: Dennis McBroom – Maintenance Director

Re: Budget Ammendments

I would like to request the following budget amendments:

1. 307-Communications: Transfer from 51800-351 Rentals \$2649.45 , transfer from 51800-446 Small Tools \$1280.00, Transfer from 51800-790 Other Equip. \$71.00.
2. 334-Maint. Contracts: Transfer from 51800-196 Training \$2,190.00, transfer from 51800-410 Custodial Supplies \$350.00
3. 338-Maint. & Repair Vehicles: Transfer from 51800-335 Maint. & Repair Buildings \$10,000.
4. 451- Uniforms: Transfer from 51800-335 Maint. & Repair Buildings \$3,500.00.

Your cooperation in this matter is appreciated.

Putnam County Budget Amendment/Line Item Transfer Authorization Form

Department: Circuit Court Clerk

Date: April 15, 2011

<u>Item #</u>	<u>Fund #</u>	<u>Account #</u>	<u>Account Description</u>	<u>Current Approved Amount</u>	<u>Increase</u>	<u>Decrease</u>	<u>Requested Approval Amount</u>	<u>Amount Expended (Received) YTD</u>
719	53100		Office Equipment	\$0.00	\$2,010.00		\$2,010.00	
194	53100		Jury and Witness Fees	\$28,163.00		-\$2,010.00	\$26,153.00	

Totals

\$28,163.00 \$2,010.00 -\$2,010.00 \$28,163.00

Explanation: It is necessary to purchase a money counting machine. We handle a large volume of \$100, 50, and \$20 dollars bills. We MUST have a way to count the large sums of cash we collect and verify that the monies are not counterfeit. The machine we currently have done not defect counterfeit bills and was purchased in March 2005.

Requested by: Marcia Borys
Supervisor

Recommended for approval: MB
Official/Department Head

M Borys

Action by Fiscal Review Committee: Recommended for Approval

No Recommendation

Date: _____

Action by County Commission: Approved

Not Approved

Date: _____

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Putnam County Budget Amendment/Transfer Authorization Form

Department Clerk & Master

Date: April 27, 2011

<u>Fund #</u>	<u>Account #</u>	<u>Account Description</u>	<u>Current Approved Amount</u>	<u>Decrease</u>	<u>Increase</u>	<u>Amount Requested</u>	<u>Amount Expended (Received) YTD</u>
101	53400-199	Other Per Diem & Fees	10,000		2,500	12,500	9,700
101	#39000	Fund Balance		2,500			

Explanation: See letter from Linda Reeder

Requested By:
Linda Reeder

Thirteenth Judicial District

RONALD THURMAN
CHANCELLOR

STATE OF TENNESSEE
PUTNAM COUNTY JUSTICE CENTER
421 E. SPRING ST., SUITE 1C38
COOKEVILLE, TENNESSEE 38501
(931) 526-6321 • Fax: (931) 526-1914

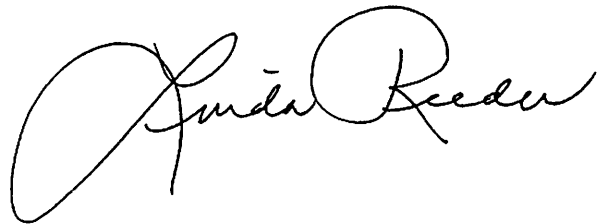
LINDA F. REEDER
CLERK & MASTER

April 18, 2011

TO: DEBBY FRANCIS, COUNTY EXECUTIVE'S OFFICE
FROM: LINDA REEDER, CLERK & MASTER
SUBJECT: BUDGET AMENDMENT (COURT OFFICER SALARY)

I am respectfully requesting that an amendment be made to line item 53400-199 to add \$2,500.00 for Court Officer's salary. I turned in my budget as requested with no increases. We have had more court days and this money is requested to compensate my court officer for the months of May and June, 2011.

Thanking you in advance for the request.

A handwritten signature in cursive script, appearing to read "Linda Reeder". The signature is fluid and stylized, with a large loop at the beginning and end.

Putnam County Budget Amendment/Transfer Authorization Form

Department: Sheriff's Department

Date: April 27, 2011

<u>Fund #</u>	<u>Account #</u>	<u>Account Description</u>	<u>Current Approved Amount</u>	<u>Decrease</u>	<u>Increase</u>	<u>Amount Requested</u>	<u>Amount Expended</u>
101	54110-106	Deputies	1,932,750	108,000		1,824,750	1,502,828
	54110-148	Dispatachers	143,200		10,000	153,200	210,557
	54110-187	Overtime	220,000		50,000	270,000	251,950
	54110-189	Other Salaries	78,250	10,000		68,250	31,926
	54110-196	In Service	40,000		5,000	45,000	41,411
	54110-399	Other Contracted Srv.	0		20,000	20,000	0
	54110-451	Uniforms	28,000		5,000	33,000	27,220
101	54210-160	Guards	1,371,000	72,000		1,299,000	1,067,190
	54210-340	Medical & Dental	450,000		50,000	500,000	458,485
	54210-422	Food Supplies	200,000		50,000	250,000	206,980

Explanation: See Memo from Sheriff's Dept.

Requested By:
Sheriff David Andrews

MEMORANDUM

TO: Kim Blaylock, County Executive
Debby Francis
Budge Committee

FROM: Sheriff David K. Andrews

DATE: April 7, 2011

RE: Budget Amendments

I am requesting that the following budget amendments be made:

\$50,000.00 be taken out of 54210-160 Guards and placed into 54210-422 Food Supplies

\$22,000.00 be taken out of 54210-160 Guards and placed into 54210-340 Medical & Dental Services

\$28,000.00 be taken out of 51110-106 Deputies and placed into 54210-340 Medical & Dental Services

\$50,000.00 be taken out of 54110-106 Deputies and placed into ~~51210-187~~ 54110-187 Overtime

\$10,000.00 be taken out of 5110-189 Other Salaries & Wages and placed into 54110-148 Dispatchers/Radio Operators

\$20,000.00 be taken out of 54110-106 Deputies placed into 54110-399 Other Contracted Services.

\$5,000.00 be taken out of 54110-106 Deputies placed into 54110-196 Inservice.

\$5,000.00 be taken out of 54110-106 Deputies placed into 54110-451 Uniforms.

Putnam County Budget Amendment/Transfer Authorization Form

Department: Ambulance Services

Date: April 27, 2011

<u>Fund #</u>	<u>Account #</u>	<u>Account Description</u>	<u>Current Approved Amount</u>	<u>Decrease</u>	<u>Increase</u>	<u>Amount Requested</u>	<u>Amount Expended</u>
101	55130-133	Paraprofessionals	1,815,750	124,576		1,691,174	1,375,543
101	55130-169	Part Time	190,000		90,482	280,482	221,453
101	55130-187	Overtime	103,500		46,854	150,354	121,763
101	55190-196	Training	7,250	7,000		250	80
101	#44990	Local Revenue			5,760		

Explanation: See Memo

Requested By: Randy Porter

PUTNAM COUNTY EMERGENCY MEDICAL SERVICES

270 Carlen Drive; Cookeville, TN 38501
Phone (931) 528-1555 Fax (931) 372-0295

BUDGET AMENDMENTS

From 55130-133 Paraprofessionals to 55130-169 Part-time Personnel \$77,722

This is where part-time employees are used to work in full-time positions while they are vacant and for work comp injuries, maternity leave, etc. Transfer to cover cost already incurred. No new money.

From 55130-133 Paraprofessionals to 55130-187 Overtime Pay \$46,854

This is where part-time employees are used to work in full-time positions while they are vacant and for work comp injuries, maternity leave, etc. Transfer to cover cost already incurred. No new money.

From 44990 EMS Standby to 55130-169 Part-time Personnel \$5,760

EMS is reimbursed where we cover ballgames, sporting and special events. This is to transfer those funds to cover our cost already incurred. No new money.

196 Training
From 55190-499 ~~Other Supplies~~ to 55130-169 Part-time Personnel \$7,000

This is to move funds from the CPR training budget to cover for annual training of the students at the High Schools which has already taken place. No new money.

The Chairman asked for discussion on the motion to approve the Budget Amendment to the County General Fund in the amount of \$357,886. There was none.

The Chairman asked the Commissioners to vote on the motion to approve the Budget Amendment to the County General Fund in the amount of \$357,886. The Commissioners voted as follows:

FOR:

Scott Ebersole
Tom Short
David Gentry
Jerry Ford
Ron Williamson
Anna Ruth Burroughs
Terry Randolph
Chris Savage
Reggie Shanks
Joe Trobaugh

Sue Neal
Jonathan Williams
Daryl Blair
Kevin Maynard
Kim Bradford
Bob Duncan
Marsha Bowman
Steve Pierce
Mike Atwood
Cathy Reel

AGAINST

Michael Medley

Eris Bryant

ABSENT

Andy Honeycutt

Jim Martin

The Clerk announced that twenty (20) voted for, two (2) voted against, and two (2) absent. The motion carried.

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF BUDGET AMENDMENTS TO THE ROAD DEPARTMENT FUND IN THE AMOUNT OF \$48,100

Commissioner Mike Atwood moved and Commissioner Michael Medley seconded the motion to approve Budget Amendments to the Road Department Fund in the amount of \$48,100.

(SEE ATTACHED)

Putnam County Budget Amendment/Line Item Transfer Authorization Form
Road Department
MAY, 2011 Commission Meeting

Item	Fund	Account	Description	Approved Expenditures	Decrease Expenditures	Increase Expenditures	Requested	Expended	Balance
1	131	61000.208	Dental Ins.	2,000	1,000	-	1,000	14	986
2	131	62000.207	Employee Sup. Ins.	2,500	2,500	-	-	-	-
3	131	62000.208	Dental Ins.	3,000	500	-	2,500	1,395	1,105
4	131	62000.403	Cold Mix	1,000	1,000	-	-	-	-
5	131	62000.440	Metal Pipe	39,943	15,000	-	24,943	18,253	6,690
6	131	62000.443	Road Signs	50,000	21,400	-	28,600	10,870	17,730
7	131	62000.455	Wood Products	1,000	1,000	-	-	-	-
8	131	62000.599	Other Charges	2,000	1,500	-	500	67	433
9	131	63100.187	Overtime	1,000	1,000	-	-	-	-
10	131	63100.207	Employee Sup. Ins.	500	500	-	-	-	-
11	131	63100.208	Dental Ins.	1,000	700	-	300	-	300
12	131	63100.434	Natural Gas	7,000	2,000	-	5,000	3,291.00	1,709
13	131	61000.206	Life Insurance	120	-	30	150	120	30
14	131	61000.332	Legal Notices	300	-	300	600	50	550
15	131	61000.355	Travel	-	-	300	300	-	300
16	131	62000.187	Overtime	20,000	-	1,000	21,000	18,004	2,996
17	131	62000.205	Employee Health Ins.	134,400	-	3,860	138,260	100,570	37,690
18	131	62000.206	Life Insurance	1,000	-	50	1,050	788	262
19	131	62000.405	Liquid Asphalt	120,000	-	40,000	160,000	65,615	94,385
20	131	63100.205	Employee Health Ins.	12,000	-	700	12,700	9,591	3,109
21	131	63100.206	Life Insurance	80	-	20	100	23	77
22	131	62000.329	Laundry Srs./Uniforms	3,000	-	240	3,240	2,445	795
23	131	63100.433	Lubricants	7,000	-	1,000	8,000	5,784	2,216
24	131	65000.307	Communications	5,000	-	500	5,500	4,525	975
25	131	65000.454	Water	200	-	100	300	204	96
TOTALS				414,043	48,100	48,100	414,043	241,609	172,434

Explanation: Increases due to higher prices for products and services. Insurance increases due to new enrollments.

Liquid Asphalt needed to finish FEMA projects.

Requested by: Randy Jones
Randy Jones, Putnam County Road Supervisor

Date: _____

Action by Fiscal Review Committee: Recommended Approval

Date: _____

Action by County Commission: Approved

Date: _____

The Chairman asked for discussion on the motion to approve Budget Amendments to the Road Department Fund in the amount of \$48,100. There was none.

The Chairman asked the Commissioners to vote on the motion to approve Budget Amendments to the Road Department Fund in the amount of \$48,100. The Commissioners voted as follows:

FOR:

Scott Ebersole

Tom Short

David Gentry

Jerry Ford

Ron Williamson

Anna Ruth Burroughs

Terry Randolph

Chris Savage

Reggie Shanks

Joe Trobaugh

Michael Medley

Eris Bryant

Sue Neal

Jonathan Williams

Daryl Blair

Kevin Maynard

Kim Bradford

Bob Duncan

Marsha Bowman

Steve Pierce

Mike Atwood

Cathy Reel

ABSENT

Andy Honeycutt

Jim Martin

The Clerk announced that twenty-two (22) voted for, zero (0) voted against, and two (2) absent. The motion carried.

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF BUDGET AMENDMENTS TO THE DEBT SERVICE FUND IN THE AMOUNT OF \$69,579

Commissioner Mike Atwood moved and Commissioner Ron Williamson seconded the motion to approve Budget Amendments to the Debt Service Fund in the amount of \$69,579.

(SEE ATTACHED)

Putnam County Budget Amendment/Transfer Authorization Form

Department **DEBT SERVICE FUND**

Date: **April 27, 2011**

<u>Fund #</u>	<u>Account #</u>	<u>Account Description</u>	<u>Current Approved Amount</u>	<u>Decrease</u>	<u>Increase</u>	<u>Amount Requested</u>	<u>Amount Expended (Received) YTD</u>
151	91130-603	Interest on Bonds <i>Public Improvement</i>	673,625		69,579	743,204	743,203
151	#39000	Fund Balance		69,579			

Explanation: This in interest that was due on April 1st from the most recent bond issue that was not in the budget

Requested By:
Debby Francis

The Chairman asked for discussion on the motion to approve Budget Amendments to the Debt Service Fund in the amount of \$69,579. There was none.

The Chairman asked the Commissioners to vote on the motion to approve Budget Amendments to the Debt Service Fund in the amount of \$69,579. The Commissioners voted as follows:

FOR

Scott Ebersole

Tom Short

David Gentry

Jerry Ford

Ron Williamson

Anna Ruth Burroughs

Terry Randolph

Chris Savage

Reggie Shanks

Joe Trobaugh

Michael Medley

Eris Bryant

Sue Neal

Jonathan Williams

Daryl Blair

Kevin Maynard

Kim Bradford

Bob Duncan

Marsha Bowman

Steve Pierce

Mike Atwood

Cathy Reel

ABSENT

Andy Honeycutt

Jim Martin

The Clerk announced that twenty-two (22) voted for, zero (0) voted against, and two (2) absent. The motion carried.

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF A RESOLUTION TO RATIFY CHAPTER 979 OF THE PUBLIC ACTS OF 1998 REGARDING JUDICIAL FORFEITURES AS REQUESTED BY THE DISTRICT ATTORNEY RANDY YORK

Commissioner Mike Atwood moved and Commissioner Ron Williamson seconded the motion to approve a Resolution to Ratify Chapter 979 of the Public Acts of 1998 regarding Judicial Forfeitures as requested by the District Attorney Randy York.

(SEE ATTACHED)



RANDALL A. YORK
District Attorney General

1519A East Spring Street
Cookeville, Tennessee 38506
(931) 528-5015 or 528-3687
Fax (931) 528-9359

Putnam County, Cookeville
Cumberland County, Crossville
White County, Sparta
Overton County, Livingston
DeKalb County, Smithville
Clay County, Celina
Pickett County, Byrdstown

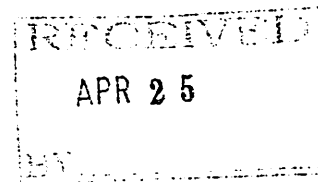
STATE OF TENNESSEE
THIRTEENTH JUDICIAL DISTRICT:

Crossville Office
116 Rector Ave.
Crossville, TN 38555
(931) 484-8732 • Fax (931) 484-0177

Livingston Office
P.O. Box 706
Livingston, TN 38570
(931) 823-1224 • Fax (931) 823-4303

April 20, 2011

Ms. Kim Blaylock
Putnam County Executive
300 East Spring Street, Suite 8
Cookeville, TN 38501



RE: Judicial forfeitures

Dear Ms. Blaylock:

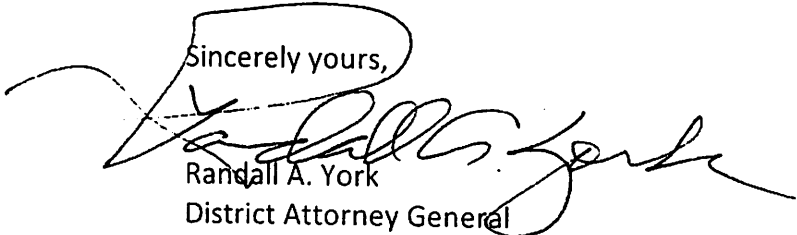
Please find enclosed a rough draft of a "Resolution to Ratify Chapter 979 of the Public Acts of 1998". As we have discussed, I am interested in pursuing some judicial forfeitures throughout our district. Under T.C.A. 39-11-703 and T.C.A. 39-11-713, the District Attorney General's office can be treated as a local public law enforcement agency for the purpose of receiving a portion of the forfeitures. The county commission will help supervise and manage these funds when they are accumulated. Frankly, I anticipate that periodically, forfeitures from other counties will eventually be deposited into the account that is set up for the judicial forfeitures. We will be utilizing these forfeitures to help establish and maintain our offices throughout the district. Hopefully some of these proceeds can go to Putnam County once they are collected.

I am presently awaiting further instructions from the Comptroller's office on how these accounts are set up. They have advised me that the Trustee of Putnam County should establish a nonbudgeted special revenue fund (i.e. uniform chart of account fund numbers 126 or 127) for Section 39-11-713 forfeitures. The financial operations of the fund would be administered by the county mayor/executive. The District Attorney General should submit requisition letters to the county mayors/executives for goods and services, which would then be obtained through the county's purchasing system. All disbursements should be for law enforcement purposes excluding salaries.

Ms. Kim Blaylock
Putnam County Executive
April 20, 2011
Page 2

I would appreciate it if you would place this on the agenda so that the Commission can entertain and hopefully approve this resolution. Thank you for your kind consideration of this matter.

Sincerely yours,



Randall A. York
District Attorney General

CC: Mr. Jeff Jones
Putnam County Attorney

**RESOLUTION TO RATIFY CHAPTER 979 OF THE PUBLIC ACTS OF 1998,
AUTHORIZE THE
RECEIPT OF FUNDS PURSUANT TO THAT CHAPTER
AND TO DESIGNATE THE ALLOCATION OF SUCH FUNDS**

WHEREAS, the General Assembly, in passing Chapter 979 of the Public Acts of 1998, codified as *Tennessee Code Annotated*, Title 39, Chapter 11, Part 7, provided for comprehensive forfeiture proceedings to recover all property acquired and accumulated as the result of criminal offenses; and,

WHEREAS, the Board of Commissioners of Putnam County agrees with the General Assembly that all necessary and effective means of deterring criminal activity should be utilized by the various governments of this State; and,

WHEREAS, *Tennessee Code Annotated*, Section 39-11-713(b)(3) provides that a portion of the funds recovered from forfeited property shall be distributed to a local government when the investigating and seizing agency is an agency of that local government, and when the local governing body has ratified Public Chapter 979, has authorized the receipt of such funds and has designated how such funds are to be distributed;

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of Putnam County, Tennessee, meeting in session on this 16TH day of MAY, 2011, at Cookeville, Putnam County, Tennessee, that;

SECTION 1. Chapter 979 of the Public Acts of 1998 is hereby ratified by the governing body of Putnam County, Tennessee.

SECTION 2. Furthermore, the Board of Commissioners of Putnam County, Tennessee, authorizes the receipt of a portion of funds generated from property forfeited pursuant to *Tennessee Code Annotated*, Section 39-11-713(b)(3).

SECTION 3. Furthermore, the Board of Commissioners of Putnam County provides that such funds shall be designated for law enforcement purposes. The funds shall be administered in accordance with accounting procedures prescribed by the office of the Comptroller of the Treasury. The funds shall not be used to supplement the salaries of any public employee or law enforcement officer nor shall they be used to supplant other local or State funds.

SECTION 4. This Resolution shall be effective upon its passage and approval, the public welfare requiring it. The county clerk is directed to mail a certified copy of this resolution to the office of the Comptroller of the Treasury.

Adopted this day of 16TH MAY, 2011.

APPROVED:

K. Ryan
COUNTY EXECUTIVE

ATTEST: Rayne Harbors
COUNTY CLERK

The Chairman asked for discussion on the motion to approve a Resolution to Ratify Chapter 979 of the Public Acts of 1998 regarding Judicial Forfeitures as requested by the District Attorney Randy York. There was none.

The Chairman asked the Commissioners to vote on the motion to approve a Resolution to Ratify Chapter 979 of the Public Acts of 1998 regarding Judicial Forfeitures as requested by the District Attorney Randy York.

FOR

Scott Ebersole
Tom Short
David Gentry
Jerry Ford
Ron Williamson
Anna Ruth Burroughs
Terry Randolph
Chris Savage
Reggie Shanks
Joe Trobaugh
Michael Medley

Eris Bryant
Sue Neal
Jonathan Williams
Daryl Blair
Kevin Maynard
Kim Bradford
Bob Duncan
Marsha Bowman
Steve Pierce
Mike Atwood
Cathy Reel

ABSENT

Andy Honeycutt

Jim Martin

The Clerk announced that twenty-two (22) voted for, zero (0) voted against, and two (2) absent. The motion carried.

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS TO RAISE THE MEETING FEES FOR THE COUNTY BOARD OF EQUALIZATION FROM \$40 PER MEETING TO \$60 PER MEETING, WITH THE CHAIRMAN OF THIS COMMITTEE RECEIVING \$70 PER MEETING

Commissioner Mike Atwood moved and Commissioner Daryl Blair seconded the motion to approve to raise the meeting fees for the County Board of Equalization from \$40 per meeting to \$60 per meeting, with the Chairman of this committee receiving \$70 per meeting.

The Chairman asked for discussion on the motion. The Commissioners discussed the motion.

(SEE ATTACHED)

County Board of Equalization

County	Chairman	Board Member	
Lincoln	100.00	60.00	
Rutherford	100.00	100.00	
Franklin	80.00	70.00	
Marshall	60.00	50.00	
Hickman	100.00	75.00	
Bedford	55.00	50.00	Reappraisal year 75.00 Chairman & 70.00 Member
Maury	80.00	70.00	

MOTION RE: AMEND THE MOTION TO RAISE THE PAY FOR THE MEETING FEES FOR THE COUNTY BOARD OF EQUALIZATION TO \$50 PER MEETING, WITH THE CHAIRMAN OF THIS COMMITTEE TO RECEIVE \$60 PER MEETING

Commissioner Michael Medley moved and Commissioner Jerry Ford seconded the motion to amend the motion to raise the pay for meeting fees for the County Board of Equalization to \$50 per meeting, with the Chairman of this committee to receive \$60 per meeting.

The Chairman asked the Commissioners to vote on the amended motion to raise the pay to \$50 per meeting, with the Chairman to receive \$60 per meeting.
The Commissioners voted as follows:

FOR

David Gentry
Jerry Ford
Anna Ruth Burroughs
Terry Randolph
Chris Savage
Joe Trobaugh
Michael Medley

Sue Neal
Kim Bradford
Marsha Bowman
Cathy Reel

AGAINST

Scott Ebersole
Tom Short
Ron Williamson

Eris Bryant
Jonathan Williams
Daryl Blair
Kevin Maynard
Bob Duncan
Steve Pierce
Mike Atwood

ABSTAIN

Reggie Shanks

ABSENT

Andy Honeycutt

Jim Martin

The Clerk announced that eleven (11) voted for, ten (10) voted against, one (1) abstained, and two (2) absent. The amended motion failed.

The Chairman asked for discussion on the original motion to raise the meeting fees for the County Board of Equalization from \$40 per meeting to \$60 per meeting, with the Chairman of this Committee receiving \$70 per meeting. There was none.

The Chairman asked for a voice vote on the original motion to raise the meeting fees for the County Board of Equalization from \$40 per meeting to \$60 per meeting, with the Chairman of this Committee receiving \$70 per meeting. The motion carried.

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL FOR THE SOLID WASTE DEPARTMENT TO INCREASE TIRE DISPOSAL FEES FROM \$22 TO \$33 PER TON

Commissioner Mike Atwood moved and Commissioner Joe Trobaugh seconded the motion to approve the Solid Waste Department to increase tire disposal fees from \$22 to \$33 per ton.

(SEE ATTACHED)

Putnam County Solid Waste Department

Below is a list of what the county paid out to Mac's Tire Recyclers in 2010 to have the tires hauled from our county to their facility. Also a list of what the county is reimbursed from the state, plus our fee.

We are reimbursed from the state through a grant for \$70.00 per ton of waste tires. The Solid Waste Dept. has a charge of \$22.61 to help recoup some of the money the state does not reimburse us for. In the year 2010 from Jan.-Dec. the county took in from all vendors and private parties 480.85 tons of waste tires, as billed to the county by Mac's Tire Recyclers.

- 480.85 tons @ \$92.61 per ton is: \$44,531.52, this is what the county paid out to Mac's Tire Recyclers Jan.-Dec. 2010.
- 480.85 tons @ 22.61 per ton (this number is what the county charges) is: \$10,872.00

The Solid Waste Dept. billed out Jan.-Dec. 2010 \$7500.46, this number minus the total paid out is: \$3,371.54.

If we increase the fee from \$22.61 to \$42.61 this will get the county out of the negative, and into the positive. This will be an increase that will keep the county from losing money for the next several years. With fuel costs rising this increase will cover these and other related cost, equipment repairs, etc.

Every household is allowed to bring in eight tires per year at no charge. We are only reimbursed the \$70.00 per ton for these tires; the county absorbs the \$22.61 per ton. The total tonnage for Jan.-Dec 2010 is: 31.16 tons. This includes the government tires and fleet tires.

Solid Waste - Recycling Committee Meeting
Thursday, May 5, 2011

Meeting was called to order by the Chair, Commissioner Anna Ruth Burroughs at 4:28 pm. The meeting was held in the offices of Keith Street, Solid Waste/Recycling Department Director, located at 1846 South Jefferson Avenue Cookeville, TN.

Present for the meeting were: Commissioners Burroughs; Medley; Savage; and Williamson. Also in attendance were: Keith Street, Department Head Solid Waste/Recycling; and Ms. Liz Clark, Cookeville Herald Citizen, who appeared as an observer of the proceedings.

Commissioner Williamson opened the discussion regarding a concern from a fellow commissioner involving County employees wearing uniforms at the recycling facilities to demonstrate a County "presence" in facility operation; assist with the orderly operation of the facilities; to help regulate/enforce County policies; to control scavenging; and enhance the safe operation of the facilities.

Mr. Street advised the committee that the employees are currently provided with uniforms but some employees elect not to wear them. These uniforms are rented by the County and are paid for out of the department's budget. Discussion continued regarding illegal scavenging at the centers. Mr. Street advised that signs are posted at each facility which prohibits scavenging but some individuals refuse to comply when the attendants request they leave. The current practice is for the attendants to call the Sheriff's office when this occurs.

A motion was made by Commissioner Williamson to require employees to wear the appropriate uniforms while on duty. This was seconded by Commissioner Savage. The motion passed unanimously. Mr. Street will instruct employees to comply.

Commissioner Burroughs inquired as to the progress of the installation of the compactor at the landfill. Mr. Street advised that the pad was poured but the electric and water had not as of this date been installed. He also stated that the compactor was on-site and ready for installation but indicated he was waiting for County Maintenance to complete the necessary work. Mr. Street also stated that the State requires a building to store equipment and hydraulic fluids, and for employees to get out of the weather. The Committee requested follow up to complete this project and will meet again on June 2, 2011 at 4:15 p.m. to see if this issue has been resolved and to address further if required.

The Committee then discussed the Putnam County Solid Waste Departments proposal to increase tire disposal fees (attached) from \$22.61 to \$42.61 to avoid a budget deficit. Lengthy discussion followed including the State of Tennessee's reimbursement of \$70.00 per ton; the County's payment of charges to tire recyclers who utilize the tires as raw materials who then sell for profit; and the possibility of exploring other options more advantageous to Putnam County. Commissioner Williamson discussed an area of concern raised by a constituent concerning illegal tire dumping in the eastern part of Putnam County and the citizen's request that the County accept tires at a recycling facility more accessible to those residents. Mr. Street advised that this was done at one time but the cost involved was prohibitive including the issue of transporting those tires back to the landfill.

In addition, Mr. Street stated that the City of Monterey recently conducted a cleanup of the area in question and disposed of over 200 tires. After further examination of the cost factors involved, it was determined that an increase of approximately \$33.00 per ton would be sufficient to avoid a budget deficit in this area. Households would continue to be able to dispose of eight tires per year. As stated, it was agreed that the issue of tire disposal would be reviewed further.

Commissioner Savage moved that the disposal fee rate be changed to \$33.00 per ton accordingly. The motion was seconded by Commissioner Medley. The motion passed unanimously.

Since there was no additional business or discussion, the meeting was adjourned at 5:16 pm.

Attachment

The Chairman asked for discussion on the motion to approve the Solid Waste Department to increase tire disposal fees from \$22 to \$33 per ton to be effective July 1, 2011. There was none.

The Chairman asked the Commissioners for a voice vote on the motion to approve the Solid Waste Department to increase tire disposal fees from \$22 to \$33 per ton to be effective July 1, 2011. The motion carried.

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL THAT \$7,244 BE APPROPRIATED TO THE TRAIL AUTHORITY TO BE COMBINED WITH THE APPROPRIATIONS OF THE THREE OTHER GOVERNMENT ENTITIES TO FACILITATE THE TRAIL AUTHORITY WORK ON BEHALF OF ALL FOUR GOVERNMENTS FOR THE 2011-2012 BUDGET

MOTION RE: COMBINE FISCAL REVIEW ITEM H, ITEM I, AND ITEM J FOR VOTING PURPOSES ONLY

Commissioner Sue Neal moved and Commissioner Terry Randolph seconded the motion to approve to combine Fiscal Review Item H, Item I, and Item J for voting purposed only.

The Chairman asked the Commissioners for a voice vote on the motion to combine Fiscal Review Item H, Item I, and Item J for voting purposes only. The motion carried.

The Chairman announced Fiscal Review Item H, Item I, and Item J are combined for voting purposed only.

MOTIOR RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF THE CHANGES FOR THE RAIL TRAIL AUTHORITY BYLAWS, TO DELETE THE REPRESENTATION OF THE U C HERITAGE ASSOCIATION AND ADD A REPRESENTATIVE OF LEADERSHIP PUTNAM

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF THE CHANGES FOR THE RAIL TRAIL AUTHORITY BYLAWS THAT ADDRESS NEW RECOMMENDATIONS FOR AN ATTENDANCE POLICY TO DETER REPEATED ABSENCES BY MEMBERS

(SEE ATTACHED)



Tennessee Central Heritage Rail Trail Authority
Representing
Algood, Cookeville, Monterey & Putnam County Tennessee
Cookeville-Putnam County Chamber of Commerce
Upper Cumberland Heritage Association

20Apr11 – Recommendation 3 of 3

Dear Putnam County Commission,

Re: Tennessee Central Heritage Rail Trail Authority – 2011-2012 Budget

The Tennessee Central Heritage Rail Trail Authority bylaws (Article VI, sec. 4) and interlocal agreement (sec. 6.2) require the Trail Authority to submit an annual operating budget to the Cities of Algood, Cookeville and Monterey, TN as well as the Putnam County Commission. This budget is to reflect operating and maintenance expenses for the fiscal year from July 1st through June 30th.

At the April 20, 2011 Trail Authority board meeting, the Authority approved the fiscal year operating budget in the total amount of \$28,976. This budget consists primarily of the annual lease payments to the Nashville & Eastern Railroad (\$17,851) and the annual liability insurance premium (\$6,000). The remaining budget expenses (\$5,125) represent anticipated enhancements at the new trailheads, some provision for repairs and administration costs associated with filing required annual reports and conducting an annual financial audit.

The Trail Authority is required to obtain approval of the overall annual budget by each of the four governing entities as specified in the bylaws and interlocal agreement. The Authority requests that the Putnam County Commission recognize and approve the 2011 – 2012 operating budget for the Trail Authority in the total amount of \$28,796.

Per the Trail Authority bylaws (Article VI, sec. 2) and the interlocal agreement (sec. 4), the annual Trail Authority operating budget is to be equally divided among the governments of Algood, Cookeville, Monterey and Putnam County, TN. One quarter of the fiscal year 2011-2012 operating budget represents \$7,244.

The Trail Authority requests that the Putnam County Commission approve the appropriation of \$7,244 which represents $\frac{1}{4}$ of the annual Trail Authority budget, for the fulfillment of the mission of the Authority*. This money will be combined with the appropriations of the three other government entities to facilitate the Trail Authority work on behalf of all four governments.

Respectfully,
Trail Authority Board – Keith Lilly, Chairman
Tennessee Central Heritage Rail Trail Authority

Attachment: 2011 – 2012 Budget



Tennessee Central Heritage Rail Trail Authority
 Representing
 Algood, Cookeville, Monterey & Putnam County Tennessee
 Cookeville-Putnam County Chamber of Commerce
 Upper Cumberland Heritage Association



Tennessee Central Heritage Rail Trail
 Algood, Cookeville, Monterey and Putnam County, TN
 Period of: 01Jul11 - 30Jun12 (Approved by Trail Authority 20Apr11)

Maintenance & Operations Budget for Year-1 of the Rail-with-Trail Project
 Updated: 20Apr11, Rev. 09

Revenues			
Sources	Description or Details	Comments	Budget
Four-Government Annual Contributions per Interlocal Agreement (sec. 6.0)	Annual M & O budget to be divided equally between four government entities.		\$28,976
Total Revenue			\$28,976

Expenditures						
Maintenance Type	Cost Per Unit	Units for Consideration	Unit of Measure	Extended Cost	Assessment of Need for Period	Annual Budget - based on Assessed Need
Trail Surface Maintenance	\$1,000	19	Mile	\$ 19,000	1%	\$200
Surface repair (crack or pothole)						Included in "Trail Surface Maintenance"
Repaving of surface						Included in "Trail Surface Maintenance"
Trailhead Maintenance						
Signage Installation & Maintenance	\$200	4	Major Trailheads	\$ 800	60%	\$480
Barrier Maintenance	\$100	4	Major Trailheads	\$ 400	0%	\$0
Information Kiosk Installation & Maintenance	\$200	4	Major Trailheads	\$ 800	100%	\$800
Restroom Cleaning & Stocking	\$500	4	Major Trailheads	\$ 2,000	0%	\$0
Facilities Repair & Maintenance	\$500	4	Major Trailheads	\$ 2,000	0%	\$0
Lighting Maintenance/Repair	\$250	4	Major Trailheads	\$ 1,000	0%	\$0
Grounds & ROW Maintenance						
Mowing & Bush Hog	\$250	19	Mile	\$ 4,750	0%	\$0
Pruning	\$25	19	Mile	\$ 475	0%	\$0
Tree and/or limb removal	\$50	19	Mile	\$ 950	0%	\$0
Erosion & drainage maintenance	\$35	19	Mile	\$ 665	0%	\$0
Leaf Removal w/ in city limits	\$35	4	Mile	\$ 140	0%	\$0
Signage Maintenance	\$5	76	Mile Markers	\$ 380	0%	\$0
Barrier inspection & maintenance	\$100	15	Mile	\$ 1,500	0%	\$0
Landscaping	\$200	4	Major Trailheads	\$ 800	0%	\$0
Trash Removal						
Trash receptacles at trailheads	\$1,040	4	Major Trailheads	\$ 4,160	0%	\$0
Trash receptacles along trail	\$520	5	Minor Trailheads	\$ 2,600	0%	\$0
General litter cleanup	\$10	19	Mile	\$ 190	0%	\$0
General and Miscellaneous						
Vandalism Repair	\$1,000	1	Incident	\$ 1,000	100%	\$1,000
Beautification	\$100	5	Minor Trailheads	\$ 500	0%	\$0
Right of Way Consideration						
Annual lease payments w/ interest at 3.25 % effective 2Jan11	\$17,851	Trail seg. A - D	Lease Payment	\$ 17,851	100%	\$17,851
Trail Manager and/or Tasks	\$23,000	1	Person	\$ 23,000	4%	\$920
Trail inspections & light maintenance						Included in "Trail Manager"
Survey trail users						Included in "Trail Manager"
Marketing - brochures						Included in "Trail Manager"
Marketing - website						Included in "Trail Manager"
Marketing - news media						Included in "Trail Manager"
Marketing - publications						Included in "Trail Manager"
Marketing - regional collaboration						Included in "Trail Manager"
Security	\$500	4	Trail heads	\$2,000	0%	\$0
Special Maintenance (snow removal, closures for RR, etc.)	\$50	19	Mile	\$950	5%	\$50
Liability Insurance	\$6,000	1	Trail Auth.	\$6,000	100%	\$6,000
Administrative Expenses	\$1,675	1	Trail Auth.	\$1,675	100%	\$1,675
Total Expenditure						\$28,976



Tennessee Central Heritage Rail Trail Authority
Representing
Algood, Cookeville, Monterey & Putnam County Tennessee
Cookeville-Putnam County Chamber of Commerce
Upper Cumberland Heritage Association

20Apr11 – Recommendation 1 of 3

Dear Putnam County Commission,

Re: Rail Trail Authority Bylaws and Recommendation of New Authority Representation

The Tennessee Central Heritage Rail Trail Authority bylaws, approved by all four governments (January 2010), reflect the representation of the Cookeville-Putnam Co. Chamber of Commerce, the Upper Cumberland Heritage Association and the governments of Putnam County, Algood, Cookeville and Monterey, TN within the Trail Authority.

In 2010, the History Museum was determined capable of taking over the activities and the community goals of the U C Heritage Association. Thus, the Upper Cumberland Heritage Association was disbanded. This action means that one of the 10-member Trail Authority members is no longer officially a representative of the U C Heritage Association.

The Trail Authority Board acted upon the matter of the U C Heritage Association and has voted to recommend that a representative from Leadership Putnam be placed upon the Trail Authority board. Leadership Putnam will offer a valuable board member that will bring a county-wide perspective to the board. Leadership Putnam has indicated willingness to become involved with and appoint a representative to the Trail Authority board.

The Tennessee Central Heritage Rail Trail Authority recommends that each of the four government entities approve modifications to the interlocal agreement (approved Nov. 2005) and the Authority bylaws (approved Jan. 2010). The modifications will replace the Upper Cumberland Heritage Association with Leadership Putnam as the 10th member of the Trail Authority board. The recommended action affects section 5 of the interlocal agreement and Article III, sec. 1 & 9 and Article V, sec. 1 of the Trail Authority bylaws.

The Authority has prepared copies of the interlocal agreement and the bylaws with the recommended changes. The Authority requests that each government entity approve the replacement of the U C Heritage Association with Leadership Putnam at the earliest convenience. This will ensure that the Trail Authority can continue to fulfill the mission of the Authority - The mission of the Trail Authority is to create and manage, within the applicable federal, state, local and/or grant requirements, a multi-use trail system through Putnam County and the Upper Cumberland region by thoughtful co-utilization of the Nashville & Eastern Railroad Authority railroad right-of-way and/or adjacent properties, greenways, easements, right-of-ways, etc. for the purposes of non-motorized transportation, economic development, recreation, improved quality of life, tourism and historical preservation.

Respectfully,
Trail Authority Board – Keith Lilly, Chairman
Tennessee Central Heritage Rail Trail Authority

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Tennessee Central Heritage Rail Trail Authority
Representing
Algood, Cookeville, Monterey & Putnam County Tennessee
Cookeville-Putnam County Chamber of Commerce
Upper Cumberland Heritage Association

20Apr11 – Recommendation 2 of 3

Dear Putnam County Commission,

Re: Rail Trail Authority Bylaws and Recommendation of Attendance Policy

The Tennessee Central Heritage Rail Trail Authority bylaws, approved by all four governments (January 2010), reflect the representation of the Cookeville-Putnam Co. Chamber of Commerce, the Upper Cumberland Heritage Association* and the governments of Putnam County, Algood, Cookeville and Monterey, TN within the Trail Authority.

The Trail Authority is a creation of the four governments to facilitate the creation and management of the Tennessee Central Heritage Rail Trail. As such, the Authority can only complete the assigned work through the action of a quorum of the Authority as specified in Article IV, sec. 2 of the bylaws as well as section 5.4 of the interlocal agreement.

In order to encourage active participation of the appointed Trail Authority board members and to ensure a quorum at all regularly scheduled board meetings, the Trail Authority board has voted to recommend an amendment to the bylaws. The board has recommended that Article IV, sec. 4 be added to the bylaws to indicate that repeated absence and/or missing 25% of the annual meetings will result in reporting to the appointing entity for corrective action.

The Trail Authority board requests that each government entity approve the addition of Article IV, sec. 4 to the Authority bylaws.

Since meeting attendance is not addressed in the original 2005 interlocal agreement and since sec. 5.4 allows the Authority to "adopt rules of procedure for its own operation", it is not deemed necessary to add the attendance policy to the interlocal agreement.

*The Trail Authority, under separate cover, has recommended the replacement of the Upper Cumberland Heritage Association with Leadership Putnam.

Respectfully,
Trail Authority Board – Keith Lilly, Chairman
Tennessee Central Heritage Rail Trail Authority

BY-LAWS AND/OR CORPORATE AGREEMENT

OF

TENNESSEE CENTRAL HERITAGE RAIL TRAIL AUTHORITY

Article I - GENERAL

1. **NAME.** This organization is chartered as the Tennessee Central Heritage Rail Trail Authority (Trail Authority), but may "do business as" other names as may be deemed appropriate by the Board of Directors.
2. **MISSION.** The mission of the Trail Authority is to create and manage, within the applicable federal, state, local and/or grant requirements, a multi-use trail system through Putnam County and the Upper Cumberland region by thoughtful co-utilization of the Nashville & Eastern Railroad Authority railroad right-of-way and/or adjacent properties, greenways, easements, right-of-ways, etc. for the purposes of non-motorized transportation, economic development, recreation, improved quality of life, tourism and historical preservation.
3. **LOCATION.** The address of the Trail Authority's initial registered office is 45 East Broad Street, Cookeville, TN 38501.
4. **REGISTERED AGENT.** The Trail Authority's initial registered agent is Jim Shipley, City Manager, 45 East Broad Street, Cookeville, TN 38501.
5. **LIMITATION of METHODS.** The Trail Authority shall be non-partisan and non-sectarian in its activities and shall take no part in or lend its support to the election or appointment of any candidate for local, state or federal office.

The Trail Authority shall observe all local, state, and federal laws which apply to non profit organizations as defined in Section 501(c) (3) of the Internal Revenue Code.

Article II – TRAIL AUTHORITY ACCOUNTABILITY

1. **REPRESENTATION and OWNERSHIP.** Consistent with the Trail Authority Certificate of Incorporation (charter), the Trail Authority will execute activities pursuant to Tennessee Code Annotated section 12-10-101. The Trail Authority shall represent the interests of the following governmental entities and/or other governmental entities agreeing to share equally in the ownership, maintenance and/or expansion of the Trail Authority project consistent with the mission and charter. The governmental entities do hereby agree that the ownership of any real property of the Tennessee Central Heritage Rail Trail Authority shall be held by the governmental entities as tenants in common as follows:

City of Algood, Tennessee.....	25 percent
City of Cookeville, Tennessee.....	25 percent
Town of Monterey, Tennessee	25 percent
Putnam County, Tennessee	25 percent

2. CORPORATION. The Trail Authority shall be a public nonprofit corporation and public instrumentality of the governmental entities as defined in Article II, sec. 1, but shall have no power to obligate any of the said governmental entities in any way, as provided in the Act.
3. JOINT ECONOMIC AND COMMUNITY DEVELOPMENT BOARD. Whereas, Tennessee Code Annotated 6-58-114 has resulted in the creation of a Joint Economic and Community Development Board (JECDB Board) to foster communication between and among governmental entities, industry and private citizens, the JECDB Executive Committee will be utilized by the Trail Authority as a single point of contact and a clearinghouse for mission-related actions and activities. The Trail Authority will prepare a statement of project status, budget, and/or submit items for consideration at the quarterly meetings of the JECDB Executive Committee.

Article III - MEMBERSHIP

1. TENNESSEE CENTRAL HERITAGE RAIL TRAIL AUTHORITY BOARD. It is agreed that the Trail Authority will be operated by a Board appointed as set forth below. The Board will be known as the TENNESSEE CENTRAL HERITAGE RAIL TRAIL AUTHORITY BOARD, hereinafter referred to as the "Trail Authority". Except as otherwise provided in this Agreement, the Trail Authority will have ten (10) members. The governing body of each participating governmental entity will appoint two (2) members. The ninth member shall be appointed by the Cookeville Area-Putnam County Chamber of Commerce, hereinafter "Chamber of Commerce". The tenth member shall be appointed by the Leadership Putnam.
2. APPOINTMENTS. All appointed members shall be appointed for a term of three (3) years which appointments shall be for staggered terms. Members may be appointed to succeed themselves, but no members shall be appointed for more than two (2) consecutive full terms. Vacancies shall be filled for the unexpired term of the vacating member by the appropriate governing body.
3. OFFICERS. The Trail Authority will elect a Chairman, Vice-Chairman, Secretary and Treasurer from the membership of the Board. Board officers will serve for a one (1) year term and may succeed themselves. Officer duties are generally described as:

4. **CHAIRMAN.** The Chairman shall serve as the executive head of the Trail Authority and shall preside at all meetings of the Trail Authority Board. The Chairman shall, with advice and counsel of the sponsoring governmental entities, the JECDB Executive Committee and the project managers in charge of grant administration, determine all subcommittees; select all subcommittee chairmen; assist in the selection of subcommittee personnel and shall be an ex-officio member of all subcommittees. The Chairman shall serve as the voice of the Trail Authority at the JECDB Executive Committee meetings.
5. **VICE CHAIRMAN.** The Vice Chairman shall exercise the powers and authority and perform the duties of the Chairman in the absence or disability of the Chairman. The Vice Chairman shall be responsible for determining that the program activities of the Trail Authority are directed toward achieving the mission of the Trail Authority. The Vice chairman will also have supervision of subcommittees assigned by the Chairman.
6. **SUBCOMMITTEE VICE-CHAIRMEN.** The Subcommittee Vice Chairmen will assume such duties as may be assigned by the Trail Authority Chairman.
7. **SECRETARY.** The Secretary shall be responsible for ensuring Trail Authority adherence to the requirements of the open meetings laws. Primary duties will include confirmation of proper public notification of meetings, creation of agenda for all meetings, documentation of all meetings and proper dissemination of meeting minutes as set forth elsewhere in this document.
8. **TREASURER.** The Treasurer shall be responsible for the safeguarding of all funds received by the Trail Authority and for their proper disbursement. Such funds shall be kept on deposit in financial institutions approved by the Trail Authority Board. The Treasurer shall cause a monthly financial report to be presented to the Board at each regular meeting of the Trail Authority Board. The Treasurer shall maintain a direct relationship with the personnel whom manage the federal, state and other grant monies applied toward the trail project and shall ensure that consistent reporting of grant funds, matching funds and other details are achieved between the sponsoring governmental entities, the grant recipients and other involved personnel or agencies.
9. **DUTIES.** The duly appointed members of the Trail Authority are the representatives of the respective governmental entities, the Chamber of Commerce or Leadership Putnam. As such, the volunteer Trail Authority member will endeavor to fulfill the mission of the Trail Authority. The members shall bring the perspective of the respective entity to the trail project, but will work to ensure the success of the overall Trail Authority mission.
10. **COMPENSATION.** The members of the Trail Authority will serve without compensation. If lawful and necessary expenses, including travel, must be incurred and members of the Trail Authority desire reimbursement, said expenses must have prior written approval by the Trail Authority Treasurer (see Article III, section 8).

Article IV – MEETINGS

1. **MEETINGS.** The Trail Authority Board will establish the time, date and place of its regular meetings. Regular meetings will be held at least quarterly. Special meetings will be held at the call of the Chairman or upon written notice by a majority of the Board members. All meetings and business will be open to the public as required by the open meetings laws. The minutes of each meeting will be written and open for public inspection during normal business hours. A copy of said minutes shall also be forwarded to the chief executive officer of each governmental entity within ten (10) days following said meeting.
2. **QUORUM and VOTING.** A majority of the Trail Authority Board will constitute a quorum for the purpose of conducting business. Action may be taken by the Trail Authority upon a majority vote of the total Board membership and not simply by a majority of the Board members present at the meeting. The Trail Authority will adopt rules of procedure for its own operation and may amend such rules and procedure as deemed appropriate or necessary by the Board.
3. **PARLIAMENTARY RULES.** A question of parliamentary procedure shall be settled according to the latest edition of Roberts Rules of Order, whenever they are not inconsistent with the By-Laws of this organization.
4. **BOARD MEMBER ATTENDANCE.** Board members, having been duly appointed as specified in Article III, section 1 & 2, are expected to contribute to the mission of the Trail Authority board. Board activities can only be accomplished by actions of a quorum as indicated in article IV, section 2. Therefore, Trail Authority board members that are absent from two consecutive regularly scheduled board meetings or three meetings in a fiscal year will be reported to their appointing entity for appropriate corrective action.

Article V – SUBCOMMITTEES

1. **CREATION.** The Trail Authority Chairman, with approval of the Board, shall create whatever subcommittees are deemed necessary to facilitate the mission of the Trail Authority, in addition to those committees specifically required by the By-Laws. The subcommittees shall be chaired by one of the Trail Authority board members. Subcommittee members may be comprised of the sponsoring entities, the Chamber of Commerce, Leadership Putnam, Academia, Businesses and Corporations and the general public.
2. **PURPOSE.** Subcommittees shall make investigations, conduct studies and hearings, make recommendations to the Trail Authority Board and carry on such activities as may be delegated by the Board.
3. **LIMITATIONS.** No action by any subcommittee shall be binding upon or constitute an

expression of the policy of the Trail Authority until it shall have been approved or ratified by the Board.

4. SUBCOMMITTEE MEETINGS. Each committee is subject to the call of the respective chairman. All subcommittee meetings and business will be open to the public as required by open meetings laws.
5. SUBCOMMITTEE QUORUM. When not otherwise provided, a majority of any subcommittee shall constitute a quorum.
6. SUBCOMMITTEE REPORTS. Progress reports may be made to the Trail Authority Board as may be requested. At a minimum, a broadly encompassing Statement of Work that is consistent with the Trail Authority mission and the assignment of the subcommittee is to be maintained for regular review by the Board.
7. DIVISIONS. The Trail Authority Board may create such standing committees, subcommittees and special committees as it deems advisable to handle the work of the Trail Authority. The Board shall authorize and define the powers and duties of all standing committees, subcommittees and special committees. The Board shall annually review and approve all activities and proposed programs of such standing committees, subcommittees and special committees.

Article VI - FINANCES

1. NONPROFIT STATUS. The Trail Authority shall obtain and maintain nonprofit and tax-exempt status as defined in section 501 (c)(3) of the Internal Revenue Code.
2. FINANCIAL MATTERS. The sponsoring governmental entities agree that they will share equally in providing the annual operating budget of the Tennessee Central Heritage Rail Trail. Financing for the acquisition of additional real property and additional capital improvements will be determined on a case by case basis, by unanimous agreement of the parties, as the need may arise. The Trail Authority shall not be authorized to expend funds for the acquisition of real property without the consent of all sponsoring governmental entities.
3. JOINT FUND CREATED. For the purpose of providing the Trail Authority with monies for the necessary expenditures in carrying out the Rail Trail operations, a joint fund (the "Joint Fund") will be created and maintained. Any federal, state or other contributions or loans, and the revenues obtained from the operation of the Tennessee Central Heritage Rail Trail will also be deposited in the Joint Fund. Disbursements from the Joint Fund will be made by order of the Trail Authority, subject to the limitations of this Agreement.
4. ANNUAL BUDGET. The Trail Authority must submit an annual operating budget to each governmental entity on or before April 1 of each year. The total expenditures of the Trail Authority in any fiscal year will be determined by the budget approved by all of the

governmental entities. No purchase or expenditure in excess of the sum allotted in the annual budget may be made by the Trail Authority without the approval of the governmental entities.

5. **PURCHASING.** The Trail Authority shall adopt rules and regulations concerning the purchasing procedure for purchases and contracts. The procedures must provide for public advertisement and competitive bidding of major purchases, and must conform with general laws concerning public purchases and contracts. Major purchases, for purposes of this Agreement, are purchases or contracts which exceed twenty-five hundred dollars (\$2,500). Purchases or contracts greater than three hundred dollars (\$300), but less than twenty-five hundred dollars (\$2,500), must be made based upon three (3) competitive bids, whenever possible.
6. **ACCOUNTING and REPORTING.** The Trail Authority must conduct its financial affairs and maintain its records according to sound accounting practices. The Trail Authority must file a quarterly financial report with the governmental entities. The Authority will utilize a July 1 through June 30 fiscal year.
7. **AUDIT.** An annual audit will be made for the purpose of ascertaining errors, irregularities or defaults. The audit will be made by the State Comptroller or a private certified public accountant, agreed upon by the governmental entities.
8. **DISBURSEMENTS.** No obligation or expense shall be incurred and no money shall be appropriated or paid except as directed by the Trail Authority Board through the operating budget, amendments to that budget or specific action of the sponsoring governmental entities.
9. **CHECKS and DRAFTS.** All checks and drafts on corporate funds must have two signatures from among any of the following four (4) persons: 1) Chairman, 2) Vice Chairman, 3) Treasurer and 4) other individuals designated by the Trail Authority Board.

Article VII – EXECUTION OF DUTIES

1. **OPERATION BY THE AUTHORITY.** Except as limited by this Agreement or by state or federal laws or regulations, the Trail Authority shall have the power to plan, acquire, establish, develop, construct, enlarge, improve, maintain, equip, operate, regulate, protect and police the Tennessee Central Heritage Rail Trail. The Trail Authority may exercise, on behalf of the governmental entities, all powers of each as provided in Title 12, Chapter 10, Part 1, of the Tennessee Code Annotated, with respect to the mission of the Trail Authority.
2. **CONTRACTS and LEASES.** In operating the Rail Trail, the Trail Authority may enter into any contracts, leases, agreements, grants or other arrangements, subject to the limitations of this Agreement or any limitations of any state or federal grants. These arrangements may be either exclusive or in common with others as long as the public is not deprived of its rightful use thereof.

3. **CHARGES, RENTALS & FEES.** In each case the Trail Authority may establish the terms and conditions and fix the charges, rental or fees for the privileges, uses or services, and use of buildings or structures, which will be reasonable and uniform.
4. **MANAGEMENT CONTRACTS.** The Trail Authority is authorized to contract with a qualified person to manage the operations of the Rail Trail. The Trail Authority will determine the consideration and conditions of the management contract; provided that the Rail Trail shall be operated as a public facility and the manager shall not enter into any contracts or other arrangements in connection with the operation of the Rail Trail which the Trail Authority has not authorized or approved. The manager will take his or her direction from the Chairman of the Board. The Chairman will speak for the Board and convey the will and directions of the Board to the manager.

Article VIII - LIMITATIONS ON THE AUTHORITY

1. **EMINENT DOMAIN.** Eminent domain proceedings may be instituted only by authority of the appropriate governmental entity in which the real property is located, with the unanimous agreement of the governmental entities and the recommendation of the Trail Authority.
2. **DISPOSAL OF REAL PROPERTY.** The Trail Authority shall not dispose of any real property under its jurisdiction except with the unanimous consent of the participating governmental entities. Title to all real property will be held in the name of the participating governmental entities as tenants in common.
3. **RULES and REGULATIONS.** No rule or regulation adopted by the Trail Authority shall be inconsistent with, or contrary to, any act of the Congress of the United States, or the laws of this state, or any regulations or standards established pursuant thereto.

Article IX - LIABILITY OF THE TRAIL AUTHORITY

1. **BOARD LIABILITY.** For purposes of the Governmental Tort Liability Act, T.C.A. 29-20-101, et. seq., the Trail Authority of the Tennessee Central Heritage Rail Trail is declared to be a governmental entity, as defined in T.C.A. Section 29-20-102(3). The members of the Trail Authority are declared to be immune from suits arising from the conduct of the affairs of the Board, as provided in T.C.A. Section 29-20-201, except when such conduct amounts to willful, wanton, or gross negligence. The liability limits, in civil cases arising out of the operation of the Tennessee Central Heritage Rail Trail, shall be as provided by T.C.A. Section 29-20-403. Recovery, in any one occurrence, is limited to a single application of the liability limits established in T.C.A. Section 29-20-403, and the liability limits of the individual participating governmental entities will not be stacked or combined in any way that would create potential for greater recovery.

2. The Trail Authority is authorized to employ legal counsel or to utilize the services of an attorney or the attorneys of the individual governmental entities. If the legal services of an attorney retained by one of the governmental entities are to be used, the Trail Authority must first obtain the agreement of that entity. If the anticipated cost of necessary legal services is not included in the budget of the Tennessee Central Heritage Rail Trail, then the Trail Authority must obtain approval for such legal services from the governmental entities. The Trail Authority is also authorized to obtain insurance, with the agreement of the governmental entities, as deemed necessary.

Article X - AMENDMENT AND TERMINATION OF AGREEMENT

1. **DURATION and AMENDMENTS.** The duration of this Agreement is perpetual. Amendments to the Agreement must be approved by the governing body of each participating governmental entity.
2. **WITHDRAWAL of a GOVERNMENTAL ENTITY.** A participating governmental entity may withdraw from the Agreement at any time provided that it first gives ninety (90) days written notice. The specific terms of such withdrawal will be negotiated between the withdrawing entity and the remaining entities to the Agreement. Provided, however, that the parties to this Agreement stipulate that (1) a withdrawing party shall not be compensated or reimbursed for its interest in the Rail Trail properties or its contributions to the Joint Fund, and (2) the ownership interest of the withdrawing entity shall be divided equally among the remaining entities.

Upon the withdrawal by a governmental entity, the withdrawing governmental entity shall no longer be entitled to membership on the Trail Authority and the membership of the Trail Authority shall be reduced accordingly.

3. **ENTITIES CEASING TO MAKE CONTRIBUTION.** If a governmental entity of this Agreement ceases to make its contribution to the annual operating budget of the Trail Authority that entity will lose the right to be represented on the Trail Authority and a vacancy will be deemed to have occurred with respect to that entity's member on the Board. In that event, the remaining contributing entities shall appoint an interim member from among the contributing entities to serve on the Trail Authority until the reinstatement or withdrawal of the non-contributing governmental entity. A non-contributing entity may regain its representation on the Trail Authority by agreement of the other entities according to terms specified in a reinstatement agreement.

If a non-contributing entity's failure to make its contribution to the annual operating budget of the Trail Authority continues for more than one (1) year without the reinstatement of that entity, that non-contributing entity shall be deemed to have withdrawn from this Agreement and shall lose its ownership interest in the Rail Trail properties, its contributions, and its membership on the Trail Authority as specified in this Section.

Article XI - TERMINATION OF THE AGREEMENT

1. **TERMINATION BY ENTITIES.** This Agreement will be terminated by agreement of the governmental entities or when all but one of the entities have withdrawn from the Agreement.
2. **TERMINATION BY MEMBERSHIP.** These By-Laws may be repealed, altered, or amended by a majority vote of the Trail Authority members provided the action is consistent with the Trail Authority Certificate of Incorporation and the approval of the sponsoring governmental entities pursuant to Article X, section 1.

Article XII - ENACTMENT

ENACTMENT. These By-Laws shall be effective immediately upon their adoption. When so adopted, they shall supersede all previous By-Laws and amendments thereto.

Revised the _____ day of _____, 2011 by the actions of a majority of the Tennessee Central Heritage Rail Trail Authority, Keith Lilly, Chairman

ADOPTED this _____ day of _____, 2011.

MATT SWALLOWS,
MAYOR, CITY OF COOKEVILLE, TENNESSEE

ATTEST:

CITY CLERK

ADOPTED this _____ day of _____, 2011.

TERRY FOUTCH,
MAYOR, CITY OF ALGOOD, TENNESSEE

ATTEST:

CITY CLERK

ADOPTED this _____ day of _____, 2011.

JEFF HICKS,
MAYOR, TOWN OF MONTEREY, TENNESSEE

ATTEST:

CITY CLERK

ADOPTED this _____ day of _____, 2011.

KIM BLAYLOCK
COUNTY EXECUTIVE, PUTNAM COUNTY, TENNESSEE

ATTEST:

COUNTY CLERK

AMMENDMENTS TO THE
BY-LAWS AND/OR CORPORATE AGREEMENT
OF
TENNESSEE CENTRAL HERITAGE RAIL TRAIL AUTHORITY

Date	Status	Amended Items
20Apr11	DRAFT, Rev. 7 Approved by Trail Authority Board w/ Recommendation for Amendments	Replaced Upper Cumberland Heritage Association with Leadership Putnam – Article III, sec. 1 & 9 and Article V, sec. 1 Added board member attendance policy – Article IV, sec. 4

The Chairman asked the Commissioners to vote on the Fiscal Review Item H - approval that \$7,244 be appropriated to the Trail Authority to be combined with the appropriations of the three other government entities to facilitate the Trail Authority work on behalf of all four governments for the 2011-2012 budget, Item I - approval of the changes for the Rail Trail Authority Bylaws, to delete the representation of the U C Heritage Association and add a Leadership Putnam Representative, and Item J - approval of the changes for the Rail Trail Authority Bylaws that address new recommendations for an Attendance Policy to deter repeated absences by members. The Commissioners voted as follows:

FOR

Scott Ebersole
Tom Short
David Gentry
Jerry Ford
Ron Williamson
Anna Ruth Burroughs
Terry Randolph
Chris Savage
Reggie Shanks
Joe Trobaugh
Michael Medley

Eris Bryant
Sue Neal
Jonathan Williams
Daryl Blair
Kevin Maynard
Kim Bradford
Bob Duncan
Marsha Bowman
Steve Pierce
Mike Atwood
Cathy Reel

ABSENT

Andy Honeycutt

Jim Martin

The Clerk announced that twenty-two (22) voted for, zero (0) voted against, and two (2) absent. The motion carried.

NOMINATING COMMITTEE

MOTION RE: NOMINATING COMMITTEE RECOMMENDS THE FOLLOWING TO SERVE ON THE REDISTRICTING COMMITTEE:

MONTEREY AREA REPRESENTATIVE – JOHN LUDWIG

ALGOOD AREA REPRESENTATIVE – RICK REEL

BAXTER AREA REPRESENTATIVE – ERIC BROWN

COOKEVILLE CITY REPRESENTATIVES: JOE ALBRECHT

JASON HICKS

RICKY SHELTON

COUNTY COMMISSION REPRESENTATIVES: JIM MARTIN

TOM SHORT

MIKE ATWOOD

RON WILLIAMSON

JONATHAN WILLIAMS

SUE NEAL

SCOTT EBERSOLE

COUNTY COMMISSION CHAIRMAN – BOB DUNCAN

ELECTION COMMISSION ADMINISTRATOR – DEBBIE STEIDL

Commissioner Bob Duncan moved and Commissioner Ron Williamson seconded the motion to approve the nominations to serve on the Redistricting Committee.

The Chairman asked for other nominations. Other nominations were:

Anna Ruth Burroughs – County Commission Representative

Reggie Shanks – County Commission Representative

Mike Medley – County Commission Representative

Daryl Blair – County Commission Representative

Johnnie Wheeler – Cookeville City Representative

Steve Moore – Cookeville City Representative

Steve Pierce – County Commission Representative

Jerry Ford – County Commission Representative

Frank Harrell – Cookeville City Representative

Jerry Maynard – Cookeville City Representative

MOTION RE: CEASE NOMINATIONS TO SERVE ON THE REDISTRICTING COMMITTEE

Commissioner Mike Atwood moved and Commissioner Daryl Blair seconded the motion to cease nominations to serve on the Redistricting Committee.

The Chairman asked the Commissioners for a voice vote on the motion to cease nominations to serve on the Redistricting Committee. The motion carried.

The Chairman asked the Commissioners for a voice vote on the unopposed nominees: Monterey Area Representative, John Ludwig; Algood Area Representative, Rick Reel; and Baxter Area Representative, Eric Brown. The motion carried.

The Chairman asked the Commissioners to vote on three representatives for the Cookeville City Representative, Joe Albrecht, Jason Hicks, Ricky Shelton, Johnnie Wheeler, Steve Moore, Frank Harrell, and Jerry Maynard. The Commissioners voted as follows:

Scott Ebersole – Joe Albrecht; Ricky Shelton; Steve Moore
Tom Short – Joe Albrecht; Jason Hicks; Frank Harrell
Bob Duncan – Joe Albrecht; Jason Hicks, Ricky Shelton
Jim Martin – absent
David Gentry – Jason Hicks, Johnnie Wheeler, Jerry Maynard
Jerry Ford – Jason Hicks, Johnnie Wheeler, Jerry Maynard
Andy Honeycutt – absent
Ron Williamson – Joe Albrecht; Johnnie Wheeler; Jerry Maynard
Anna Ruth Burroughs – Jason Hicks; Johnnie Wheeler; Frank Harrell
Terry Randolph – Jason Hicks; Frank Harrell; Jerry Maynard
Reggie Shanks – Steve Moore; Frank Harrell; Jerry Maynard
Chris Savage – Ricky Shelton; Steve Moore; Jerry Maynard
Michael Medley – Joe Albrecht; Jason Hicks; Frank Harrell
Joe Trobaugh – Jason Hicks; Steve Moore; Jerry Maynard
Eris Bryant – Joe Albrecht; Jason Hicks; Ricky Shelton
Sue Neal – Joe Albrecht; Jason Hicks; Ricky Shelton
Daryl Blair – Ricky Shelton; Johnnie Wheeler; Steve Moore
Jonathan Williams – Joe Albrecht; Jason Hicks; Steve Moore
Kevin Maynard – Johnnie Wheeler; Frank Harrell; Jerry Maynard
Kim Bradford – Steve Moore; Frank Harrell; Jerry Maynard
Steve Pierce – Johnnie Wheeler; Frank Harrell; Jerry Maynard
Marsha Bowman – Joe Albrecht; Johnnie Wheeler; Frank Harrell
Cathy Reel – Jason Hicks; Frank Harrell; Jerry Maynard
Mike Atwood – Joe Albrecht; Jason Hicks; Jerry Maynard

The Clerk announced: ten (10) voted for Joe Albrecht; thirteen (13) voted for Jason Hicks; six (6) voted for Ricky Shelton; eight (8) voted for Johnnie Wheeler; six (6) voted for Steve Moore; nine (9) voted for Frank Harrell; thirteen (13) voted for Jerry Maynard and two (2) absent.

The Chairman announced Jason Hicks and Jerry Maynard are elected as Cookeville City Representatives of the Redistricting Committee.

The Chairman stated Ricky Shelton and Steve Moore will be dropped and asked the Commissioners to vote on one of the remaining nominations of Joe Albrecht, Johnnie Wheeler, and Frank Harrell. The Commissioners voted as follows:

Scott Ebersole – Joe Albrecht
Tom Short – Joe Albrecht
Bob Duncan – Joe Albrecht
Jim Martin – absent
David Gentry – Johnnie Wheeler
Jerry Ford – Johnnie Wheeler
Andy Honeycutt – absent
Ron Williamson – Joe Albrecht
Anna Ruth Burroughs – Johnnie Wheeler
Terry Randolph – Frank Harrell
Reggie Shanks – Frank Harrell
Chris Savage – Frank Harrell
Michael Medley – Frank Harrell
Joe Trobaugh – Frank Harrell
Eris Bryant – Joe Albrecht
Sue Neal – Joe Albrecht
Daryl Blair – Johnnie Wheeler
Jonathan Williams – Joe Albrecht
Kevin Maynard – Frank Harrell
Kim Bradford – Frank Harrell
Steve Pierce – Frank Harrell
Marsha Bowman – Johnnie Wheeler
Cathy Reel – Frank Harrell
Mike Atwood – Joe Albrecht

The Clerk announced eight (8) voted for Joe Albrecht; five (5) voted for Johnnie Wheeler; nine (9) voted for Frank Harrell and two (2) absent.

The Chairman stated Johnnie Wheeler will be dropped and asked the Commissioners to vote on third member of the Cookeville City Representatives Committee. The two candidates are Joe Albrecht and Frank Harrell. The Commissioners voted as follows:

Scott Ebersole – Joe Albrecht
Tom Short – Joe Albrecht
Bob Duncan – Joe Albrecht
Jim Martin – absent
David Gentry – Frank Harrell
Jerry Ford – Joe Albrecht
Andy Honeycutt – absent
Ron Williamson – Joe Albrecht
Anna Ruth Burroughs – Frank Harrell
Terry Randolph – Frank Harrell
Reggie Shanks – Frank Harrell
Chris Savage – Frank Harrell
Michael Medley – Frank Harrell
Joe Trobaugh – Frank Harrell
Eris Bryant – Joe Albrecht
Sue Neal – Joe Albrecht
Daryl Blair – Frank Harrell
Jonathan Williams – Joe Albrecht
Kevin Maynard – Frank Harrell
Kim Bradford – Frank Harrell
Steve Pierce – Frank Harrell
Marsha Bowman – Frank Harrell
Cathy Reel – Frank Harrell
Mike Atwood – Joe Albrecht

The Clerk announced nine (9) voted for Joe Albrecht, thirteen (13) voted for Frank Harrell, and two (2) absent. Frank Harrell will be the third member of Cookeville City Representative Committee.

The Chairman announced Jason Hicks, Jerry Maynard, and Frank Harrell will be the Cookeville City Representatives of the Redistricting Committee.

The Chairman announced the need to elect seven (7) members for the County Commission Representatives for the Redistricting Committee. The nominees are: Jim Martin, Tom Short, Mike Atwood, Ron Williamson, Jonathon Williams, Sue Neal, Scott Ebersole, Anna Ruth Burroughs, Reggie Shanks, Michael Medley, Daryl Blair, Steve Pierce, and Jerry Ford. The Chairman asked the Commissioners to vote for seven (7) nominees. The Commissioners voted as follows:

Scott Ebersole – Martin; Short; Atwood; Williamson; Williams; Ebersole; Pierce
Tom Short – Martin; Short; Atwood; Williamson; Williams; Neal; Ebersole
Bob Duncan – Martin; Short; Atwood; Williamson; Williams; Neal; Ebersole
Jim Martin – absent
David Gentry – Williams; Ebersole; Shanks; Medley; Blair; Pierce; Ford
Jerry Ford – Ebersole; Burroughs; Shanks; Medley; Blair; Pierce; Ford
Andy Honeycutt – absent
Ron Williamson – Martin; Short; Atwood; Williamson; Williams; Neal; Burroughs
Anna Ruth Burroughs – Williamson; Ebersole; Burroughs; Shanks; Medley; Blair; Pierce
Terry Randolph – Neal; Ebersole; Burroughs; Shanks; Medley; Blair; Pierce
Reggie Shanks – Neal; Burroughs; Shanks; Medley; Blair; Pierce; Ford
Chris Savage – Williams; Ebersole; Burroughs; Shanks; Medley; Blair; Pierce
Michael Medley – Burroughs; Shanks; Medley; Blair; Pierce; Ford
Joe Trobaugh – Martin; Burroughs; Shanks; Medley; Blair; Pierce; Ford
Eris Bryant – Atwood; Williamson; Williams; Neal; Ebersole; Burroughs; Pierce
Sue Neal – Martin; Short; Atwood; Williamson; Williams; Neal; Shanks
Daryl Blair – Martin; Burroughs; Shanks; Medley; Blair; Pierce; Ford
Jonathan Williams – Williams
Kevin Maynard – Atwood; Neal; Burroughs; Shanks; Medley; Pierce; Ford
Kim Bradford – Neal; Burroughs; Shanks; Medley; Blair; Pierce; Ford
Steve Pierce – Atwood; Ebersole; Burroughs; Shanks; Medley; Blair; Pierce
Marsha Bowman – Williams; Burroughs; Shanks; Medley; Blair; Pierce; Ford
Cathy Reel – Atwood; Ebersole; Burroughs; Shanks; Medley; Blair; Pierce
Mike Atwood – Martin; Short; Atwood; Williamson; Williams; Neal; Ebersole

The Clerk announced eight (8) voted for Jim Martin; six (6) voted for Tom Short; ten (10) voted for Mike Atwood; eight (8) voted for Ron Williamson; eleven (11) voted for Jonathan Williams; ten (10) voted for Sue Neal; twelve (12) voted for Scott Ebersole; fifteen (15) voted for Anna Ruth Burroughs; fifteen (15) voted for Reggie Shanks; fourteen (14) voted for Michael Medley; thirteen (13) voted for Daryl Blair; sixteen (16) voted for Steve Pierce; nine (9) voted for Jerry Ford, and two (2) absent. Anna Ruth Burroughs, Reggie Shanks, Michael Medley, Daryl Blair, and Steve Pierce are nominated as County Commission Representatives to the Redistricting Committee.

The Chairman stated to drop Jim Martin, Tom Short, and Ron Williamson. The Chairman asked the Commissioners to vote on two of the following nominees: Jim Martin, Mike Atwood, Ron Williamson, Jonathan Williams, Sue Neal, Scott Ebersole and Jerry Ford to fill the remaining seats on the County Commission Representatives of the Redistricting Committee. The Commissioners voted as follows:

Scott Ebersole – Atwood; Ebersole
Tom Short – Atwood; Ebersole
Bob Duncan – Atwood; Ebersole
Jim Martin – absent
David Gentry – Williams; Ebersole
Jerry Ford – Williamson; Ford
Andy Honeycutt – absent
Ron Williamson – Atwood; Ebersole
Anna Ruth Burroughs - Williamson; Ebersole
Terry Randolph – Neal; Ebersole
Reggie Shanks – Atwood; Williams
Chris Savage – Atwood; Ebersole
Michael Medley – Ford
Joe Trobaugh – Ebersole; Ford
Eris Bryant – Atwood; Neal
Sue Neal – Atwood; Neal
Daryl Blair – Williams; Ford
Jonathan Williams – Atwood; Williams
Kevin Maynard – Atwood; Neal
Kim Bradford – Atwood; Ebersole
Steve Pierce – Atwood; Ebersole
Marsha Bowman – Williams; Ford
Cathy Reel – Atwood; Ebersole
Mike Atwood – Atwood; Ebersole

The Clerk announced zero (0) voted for Jim Martin; fourteen (14) voted for Mike Atwood; two (2) voted for Ron Williamson; five (5) voted for Jonathan Williams; four (4) voted for Sue Neal; thirteen (13) voted for Scott Ebersole; five (5) voted for Jerry Ford, and two (2) absent. Mike Atwood and Scott Ebersole are elected to the County Commission Redistricting Committee.

The Chairman announced Monterey Area Representative – John Ludwig; Algood Area Representative – Rick Reel; Baxter Area Representative – Eric Brown; Cookeville City Representatives – Jerry Maynard, Jason Hicks and Frank Harrell; Commission Representatives – Steve Pierce, Anna Ruth Burroughs, Michael Medley, Reggie Shanks, Daryl Blair; Mike Atwood, and Scott Ebersole; County Commission Chairman – Bob Duncan; Election Commission Administrator = Debbie Steidl.

The Chairman announced the first meeting will be Thursday, June 2, 2011 at 5:00 p.m. in the County Executive Conference Room.

REPORT OF SPECIAL COMMITTEES

RESOLUTIONS

MOTION RE: TO CONSIDER A RESOLUTION TO EXPAND FRANCHISE AREAS FOR MIDDLE TENNESSEE NATURAL GAS UTILITY DISTRICT

Commissioner Jerry Ford moved and Commissioner Eris Bryant seconded the motion to consider a Resolution to Expand Franchise Areas for Middle Tennessee Natural Gas Utility District.

(SEE ATTACHED)

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RESOLUTION

AN ORDINANCE, GRANTING TO THE MIDDLE TENNESSEE UTILITY DISTRICT OF CANNON, CUMBERLAND, DEKALB, PUTNAM, RHEA, RUTHERFORD, SMITH, WARREN, WHITE AND WILSON COUNTIES, TENNESSEE, HEREINAFTER DESIGNATED AS THE GRANTEE, ITS SUCCESSORS AND ASSIGNS, THE EXCLUSIVE RIGHT AND FRANCHISE TO USE AND OCCUPY THE STREETS, AVENUES, ROADS, ALLEYS, LANES, AND OTHER PUBLIC PLACES AND WAYS OF PUTNAM COUNTY, TENNESSEE, AS PRESENTLY CONSTITUTED OR HEREINAFTER EXPANDED OR CONTRACTED FOR CONSTRUCTING, MAINTAINING, RENEWING, REPAIRING AND/OR OPERATING A GAS WORKS AND/OR DISTRIBUTION SYSTEM, AND ANY OTHER NECESSARY MEAN FOR MANUFACTURING, TRANSMITTING, DISTRIBUTING AND/OR SELLING OF MANUFACTURED OR NATURAL GAS OR COMMINGLED GAS WITHIN AND/OR THROUGH THE DESCRIBED AREAS OF PUTNAM COUNTY, TENNESSEE.

BE IT RESOLVED, by the legislative body for Putnam County, Tennessee, as follows:

SECTION 1: The right and franchise is hereby granted to the grantee, its successors and assigns, to lay, construct, extend, maintain, renew, replace, and/or repair gas pipes and gas mains, under, along, and/or across any streets, avenues, roads, alleys, bridges, and other public ways of certain areas of Putnam County, Tennessee, as hereinafter described, and to use and occupy the said streets, avenues, roads, alleys, bridges, and other public ways to the extent necessary for the purpose of therein laying or constructing, extending, maintaining, renewing, replacing, expanding, and/or repairing mains and pipes and all appurtenances and appendages thereto used an/or useful for delivering any gas energy to consumers through its distribution system or any other method or manner within and/or through Putnam County, Tennessee, such right and franchise shall be perpetual, subject only to such limitations as are now or as hereinafter may be provided by law. This right and franchise shall be exclusive and no other individual corporation, association, partnership, or governmental body shall be granted the privileges described in this resolution. This right and franchise shall pertain to the portions of Putnam County, Tennessee, which are more particularly described as follows:

AREA NO. 1: Beginning in the Putnam County northern boundary with Overton County where Bear Creek enters Overton County; thence continuing south with the center of Bear Creek until reaching the point the East Tennessee Natural Gas pipeline crosses underneath said creek. Thence in an easterly direction with the East Tennessee Natural Gas pipeline until its intersection with the Highway 111 (also known as the Cookeville Highway); thence in a northeasterly direction with the western right-of-way of said highway to a point in the right-of-way at coordinate -85°, 24', 37.95" W, 36°, 13', 28.26" N; thence with a bearing south 60° east across the Highway 111 right-of-way approximately 895 feet to a point at coordinate -85°, 24', 28.25" W, 36°, 13', 23.77" N; thence in a southwesterly direction with a line parallel to and at all points 100 feet east of Old Tennessee Highway 42 to its intersection with the Chimney Springs Road; thence a southeasterly direction with a line at all points 100 feet east of the Chimney Springs Road to coordinate point -85°, 24', 59.46" W, 36°, 12', 10.62" N; thence with a bearing south 30° east, approximately 2682 feet to coordinate point -85°, 24', 43.27" W, 36°, 11', 47.57" N; thence in a southerly direction with a line at all points 100 feet east of the center line of an unnamed county road to the Brotherton Mountain Road; thence crossing the Brotherton Mountain Road at a point 100 feet east of the center line of the Paragon Road; thence following in a southerly direction with a line at all points 100 feet east of the Paragon Road crossing the Buck Mountain Road; thence continuing in a southerly direction at all points 100 feet east and parallel to the center line of the Mount Pleasant Road to the Poplar Grove Road; thence crossing the Poplar Grove Road and continuing in a southwesterly direction with a line at all points 100 feet east of the Poplar Grove Road crossing underneath Interstate 40 to a point in the south side of the Interstate 40 right-of-way intersected by the north boundary line of a previous Putnam County franchise grant described as Area 2 in a franchise awarded Middle Tennessee Utility District in 1997; thence due south with the previous franchise boundary to the White County line; thence generally in an easterly direction with the White and Putnam County boundary line to its intersection with the Cumberland County line; thence continuing with the Putnam and Cumberland County line in a northerly direction to its intercept of the 14th Civil District of Putnam County boundary line; thence following the western boundary of the 14th Civil District line in a northwesterly direction to the Overton County line; thence in a northwesterly direction with the Overton County and Putnam County boundary to the point of beginning.

AREA NO. 2: The western section of Putnam County comprising old Civil Districts 9, 10, 11, 12, 13 and 17.

SECTION II: All rights herein granted and/or authorized shall be subject to and governed only by this ordinance and any applicable state and federal statutes; provided, however, the legislatively body governing Putnam County, Tennessee, expressly reserves unto itself all of its police powers to adopt general ordinances necessary to protect the safety and welfare of the general public in relation to the rights herein granted not inconsistent with the provisions of this ordinance.

SECTION III: The grantee, upon making an opening upon any of the streets, alleys, or public ways of Putnam County, Tennessee, for the purpose of laying pipes, and/or maintaining gas mains, or for other necessary reasons, shall use due care and caution to prevent injury to person and/or property and shall replace and restore all public ways to their former condition as nearly as practicable and within a reasonable

time, and shall not unnecessarily obstruct or impede traffic on the streets, alleys and/or public ways of Putnam County, Tennessee. Said restoration shall be approved by the Putnam County Highway Commissioner.

SECTION IV: Said grantee shall save and keep harmless the said County from any and all liability by reason of damage or injury to any person or persons and/or property whatsoever on account of negligence of the grantee, its agents or servants, in the installation and maintenance of its mains and pipe lines along said streets, alleys, and public ways within the present or future territorial limits of Putnam County, Tennessee. The grantee shall maintain a liability insurance policy with a solvent insurance. However, no policy or approval is required if the grantee elects to fall within the provisions of the Tennessee Governmental Tort Liability Act.

SECTION V: This ordinance shall be in full force and effect, from and after its passage according to law, and its acceptance by the grantee shall be implied from the continued provision of the services described herein after the enactment of this ordinance.

SECTION VI: This franchise is a supplement to the pre-existing franchises held by the grantee in other portions of Putnam County, Tennessee, and this ordinance in no way modifies or alters the terms of those instruments.

ADOPTED: March ____, 2011

By: _____
Kim Blaylock
County Executive, Putnam County

ATTEST:

Wayne Nabors
Putnam County Court Clerk

The Chairman asked for discussion on the motion to approve a Resolution to Expand Franchise Areas for Middle Tennessee Natural Gas Utility District. The Commissioners discussed the motion.

Mike Corley, Attorney for Tennessee Natural Gas spoke to the Commissioners.

MOTION RE: DEFER FOR ONE (1) MONTH UNTIL THE JUNE 2011 MEETING TO CONSIDER A RESOLUTION TO EXPAND FRANCHISE AREAS FOR MIDDLE TENNESSEE NATURAL GAS UTILITY DISTRICT

Commissioner Jonathan Williams moved and Commissioner Joe Trobaugh seconded the motion to defer for one month to consider a Resolution to Expand Franchise Areas for Middle Tennessee Natural Gas Utility District.

The Chairman asked for discussion on the motion to defer. There was none. The Chairman asked the Commissioners for a voice vote on the motion to defer. The motion carried.

ELECTION OF NOTARIES

Commissioner Anna Ruth Burroughs moved and Commissioner Ron Williamson seconded the motion to approve the Election of Notaries.

(SEE ATTACHED)

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PUTNAM COUNTY CLERK
WAYNE NABORS COUNTY CLERK
P.O. BOX 220
COOKEVILLE TN 38503
Telephone 931-526-7106
Fax 931-372-8201

Notaries to be elected May 16, 2011

AMANDA BRANTLEY	DIANNE S KELLEY
WALTER W CARLEN	BOB LUNA
W WHITSON CARLEN JR	FREDINA B MARTIN
BARBARA S CLOUSE	TONYA R MCCRARY
PAMELA L DILLON	SAMUEL L MOORE
PATRICIA C FULLER	TAMMY NORRIS
DEBORAH L GOODWIN	RICK D NORROD
GALE GRIMES	GLENDIA PHARRIS
RONDA HANEY	JANET D RAMSEY
DONNA M HARRIS	SHELLY ROGERS
CAROLYN HARRIS	CHARLOTTE A SANDERS
JUDITH A HODUPP	WILLIAM B SHRECKENGOST
MICHELE HONEYCUTT	

The Chairman asked for discussion on the Election of Notaries. There was none.

The Chairman asked the Commissioners to vote on the Election of Notaries. The Commissioners voted as follows:

FOR:

Scott Ebersole
Tom Short
David Gentry
Jerry Ford
Ron Williamson
Anna Ruth Burroughs
Terry Randolph
Chris Savage
Reggie Shanks
Joe Trobaugh
Michael Medley

Eris Bryant
Sue Neal
Jonathan Williams
Daryl Blair
Kevin Maynard
Kim Bradford
Bob Duncan
Marsha Bowman
Steve Pierce
Mike Atwood
Cathy Reel

ABSENT

Andy Honeycutt

Jim Martin

The Clerk announced that twenty-two (22) voted for, zero (0) voted against, and two (2) absent. The motion carried.

OTHER NEW BUSINESS

**MOTION RE: JUDICIAL COMMISSION INTERVIEW COMMITTEE RECOMMENDS
THE FOLLOING BE APPOINTED AS JUDICIAL COMMISSIONER: (2 YEAR TERMS)**
DELORES TALKINGTON
TOM DERRICKS
JAMES LANE
KEN PARROTT

Commissioner Mike Atwood moved and Commissioner Ron Williamson seconded the motion to appoint Judicial Commissioners: Delores Talkington, Tom Derricks, James Lane, and Ken Parrott.

The Chairman asked for discussion on the motion. There was none.

The Chairman asked the Commissioners to vote on the motion to appoint Judicial Commissioners. The Commissioners voted as follows:

FOR:

Scott Ebersole
Tom Short
David Gentry
Ron Williamson
Anna Ruth Burroughs
Terry Randolph
Chris Savage
Reggie Shanks
Joe Trobaugh
Michael Medley

Eris Bryant
Sue Neal
Jonathan Williams
Daryl Blair
Kevin Maynard
Kim Bradford
Bob Duncan
Marsha Bowman
Steve Pierce
Mike Atwood
Cathy Reel

ABSTAIN

Jerry Ford

ABSENT

Andy Honeycutt

Jim Martin

The Clerk announced that twenty-one (21) voted for, zero (0) voted against, one (1) abstained, and two (2) absent. The motion carried.

ANNOUNCEMENTS AND STATEMENTS

EMPLOYEE OF THE MONTH: SHANE HIGGENBOTHAM

CITIZEN OF THE MONTH: NONE

(SEE ATTACHED)

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1525 Gibbons Road
Cookeville, TN 38506
May 9, 2011

EMPLOYEE OF THE MONTH
MAY 2011

Putnam County Commission
Awards Committee
Cookeville, TN 38506

Dear Awards Committee:

Please consider this request to nominate Detective Shane Higgenbotham of the Putnam County Sheriff's Department for the Employee of the Month Award.

Last year, our family had an incident in which we needed the help of the Sheriff's Department. Sherriff Andrews connected us with Detective Shane Higgenbotham. Detective Higgenbotham went above and beyond the call of duty in assisting our family in our time of distress. His professionalism and concern for our well-being was a blessing to us. His communication skills were exemplary, and he kept us informed through every step of the process. He took our report and carried through with the actions warranted. He was extremely knowledgeable of the laws that related to our situation. He made himself available to us to answer our questions and concerns even late into the night.

In this day when we hear so much negativity in the news, it is refreshing to encounter someone with the character and compassion that Detective Higgenbotham brings to his position. Putnam County is a safer place to live and raise our families because of people like Detective Shane Higgenbotham.

Thank you for your time and consideration.

Respectfully,

Steve Pierce

Emily W. Pierce

Steve and Emily Pierce and family
931-537-3382

MOTION RE: ADJOURN

The Chairman adjourned the meeting.

**FISCAL REVIEW COMMITTEE
MINUTES
May 9, 2011**

Prepared by Deborah Francis

ROLL CALL

Bob Duncan	Present	Daryl Blair	Present
Jerry Ford	Present	Kevin Maynard	Present
Scott Ebersole	Present	Steve Pierce	Present
Terry Randolph	Present	Mike Atwood	Present
Mike Medley	Present	Sue Neal	Present
Andy Honeycutt	Absent	Chris Savage	Present

Item #1 School Budget Amendments

Motion: **Recommends approval of budget amendments to the General Purpose School Fund as presented.**

Made By: Medley
Seconded: Neal

VOICE VOTE

APPROVED

Item #2 Road Department Amendments

Motion: **Recommends approval of budget amendments to the Road Department fund in the amount of \$48,100.**

Made By: Neal
Seconded: Duncan

VOICE VOTE

APPROVED

Item #3 County General Amendments

Motion: **Recommends approval of budget amendments to the County General Fund in the amount of \$357,886.**

Made By: Duncan
Seconded: Blair

VOICE VOTE

APPROVED

Item #4 Debt Service Fund amendments

Motion: **Recommends approval of budget amendments to the Debt Service Fund in the amount of \$69,579.**

Made By: Neal
Seconded: Maynard

VOICE VOTE

APPROVED

Item #5 Quarterly Reports

Will be approved in Full Commission

Item #6 Request from DA Randy York

Motion: Recommends approval of a Resolution to Ratify Chapter 979 of the Public Acts of 1998 in regards to Judicial Forfeitures as requested by District Attorney General Randy York.

Made By: Randolph
Seconded: Neal

VOICE VOTE

APPROVED

Item #7 County Board of Equalization raises for Board Fees

Motion: Recommends to raise County Board of Equalization meeting fees from \$40 per meeting to \$60 per meeting, with the Chairman receiving \$70 per meeting.

Made By: Blair
Seconded: Savage

VOICE VOTE

APPROVED

Note Medley voted "NO"

Item #8 Audit Committee appointments
This was deleted from the agenda until further notice

Item #9 Solid Waste Committee recommendations

Motion: Recommends to increase tire disposal fees from \$22.61 to \$33.00 per ton.

Made By: Savage
Seconded: Ebersole

VOICE VOTE

APPROVED

Item #10 Tennessee Central Heritage Rail Trail Authority Recommendations.

Motion: Recommends approval that \$7,244 be appropriated to the Trail Authority to be combined with the appropriations of the three other government entities to facilitate the Trail Authority Work on behalf of all four governments. This is for the 2011-2012 Budget.

Made By: Neal
Seconded: Duncan

VOICE VOTE

APPROVED

Note Medley voted "NO"

Motion: Recommends approval of the changes for the Rail Trail Authority Bylaws to delete the representation of the U C Heritage Association and add a representative of Leadership Putnam.

Made By: Neal
Seconded: Duncan

VOICE VOTE

APPROVED

Motion: Recommends approval of the changes for the Rail Trail Authority Bylaws that address new recommendations for an Attendance Policy to deter repeated absence by members.

Made By: Neal
Seconded: Duncan

VOICE VOTE

APPROVED

Item #11 Any other business

NONE

ADJOURNED

FISCAL REVIEW AGENDA

TO: Putnam County Board of Commissioners

FROM: Kim Blaylock, County Executive

DATE: April 27, 2011

RE: Fiscal Review Committee Agenda

Listed below are items to be considered by the County's Fiscal Review Committee on Monday, May 9, 2011, at 5:30 PM in the County Commission Chambers at the Courthouse.

1. Consider budget amendments to the General Purpose School Fund.
2. Consider budget amendments to the Road Department Fund.
3. Consider budget amendments to the County General Fund.
4. Consider budget amendments to the Debt Service Fund.
5. Any discussion on quarterly reports for various funds.
6. Consider request by District Attorney Randy York to set up fund for judicial forfeitures.
7. Consider raising Committee fees for the County Board of Equalization. They currently get \$40 per meeting.
8. Consider appointments to the Audit Committee. (deferred from last month).
9. Any recommendations from the Solid Waste Committee concerning raising the tipping fees for waste tire disposal.
10. Consider recommendations by the Tennessee Central Heritage Rail Trail Authority. *There are 3 recommendations*
11. Any other business that needs to be reviewed by the Fiscal Review Committee.

WORK SESSION WILL BE ON May 2, 2011 AT 12:00 NOON IN THE COUNTY EXECUTIVE'S CONFERENCE ROOM.

PLANNING COMMITTEE MINUTES

May 9, 2011

Prepared by Deborah Francis

Jim Martin	Present	Eris Bryant	Present
Tom Short	Present	Kim Bradford	Present
Reggie Shanks	Present	Marsha Bowman	Present
Ronald Williamson	Present	Jonathan Williams	Present
Anna Ruth Burroughs	Present	David Gentry	Present
Cathy Reel	Present	Joe Trobaugh	Present

Item #1 ***The dissolution of the Parks & Recreation Board.***

Motion: **Recommends to dissolve the Parks and Recreation Board.**

Made By: Martin
Seconded: Short

VOICE VOTE

APPROVED

Item #2 ***Policy Manual***

Motion: **Recommends that the County Clerk compile and maintain a manual with the County's policies.**

Made By: Williamson
Seconded: Martin

VOICE VOTE

APPROVED

Item #3 ***Any other business***

NONE

ADJOURNED

PLANNING COMMITTEE

TO: Putnam County Board of Commissioners

FROM: Kim Blaylock, County Executive

DATE: April 27, 2011

RE: Planning Committee Agenda

Listed below are items to be considered by the County's Planning Committee on Monday, May 9, 2011, at 6:00 PM in the County Commission Chambers at the Courthouse.

1. Discuss formal action on dissolving the Parks & Recreation Board.
2. Consider the creation of a consolidated countywide policy manual.
3. Any other business that needs to be reviewed by the Planning Committee.

WORK SESSION WILL BE ON May 2, 2011 AT 12:00 NOON IN THE COUNTY EXECUTIVE'S CONFERENCE ROOM.

NOMINATING COMMITTEE

TO: Putnam County Board of Commissioners

FROM: Kim Blaylock, County Executive

DATE: April 27, 2011

RE: Nominating Committee Agenda

Listed below are items to be considered by the County's Planning Committee on Monday, May 9, 2011 at 5:30 PM in the Commission Chambers in the Courthouse.

1. Consider appointment to the County Tax Equalization Board to represent the City of Cookeville.
2. Any other business that needs to be reviewed by the Nominating Committee.

Nominating Committee Minutes

May 9, 2011

Prepared by Scott Ebersole

Chairman Martin brought the meeting to order at 6:25 pm with the following committee members were present:

Jim Martin
Bob Duncan
Mike Atwood
Eris Bryant
Scott Ebersole

A motion was made to approve the minutes from the March meeting and the motion passed

Item #1 Consider City of Cookeville's appointment of Judy Maynard to the Tax Equalization Board.

It was noted that there is no action required by the County Commission

Item #2 Other business – Redistricting Committee Appointments

The following list was submitted:

Monterey Area Representative – John Ludwig
Algood Area Representative – Rick Reel
Baxter Area Representative – Eric Brown
Cookeville City Representatives – Joe Albrecht
 Jason Hix
 Ricky Shelton
County Commission Representatives – Jim Martin
 Tom Short
 Mike Atwood
 Ron Williamson
 Jonathon Williams
 Sue Neal
 Scott Ebersole

County Commission Chairman – Bob Duncan
Election Commission Administrator – Debbie Steidl

Chairman Martin had spoken to all above candidates and all agreed to serve.

The question was brought up about those other names on the prior list. Some had taken their name off the list and the others will have an opportunity to be nominated from the floor. Chairman Martin stated the responsibility of this committee is to present a list to the full Commission.

The procedure for nominations from the floor will be first that nominees must be from the particular area they want to represent. Chairman Martin will present one area at a time and then ask for nominations from the floor for that particular area and then a vote will be taken. This will continue until all areas are represented, excluding the Commission Chair and Election Commission Administrator.

A motion was made to accept the list.

Motion Passed

Item #3 June Business

Appointments for the County and Regional Library Board.

Currently Peter Li, Ruth Ann Woolbright and Patricia Lawrence are serving with Patricia Lawrence serving on the Regional Board.

Chairman Martin will contact them and see if they are willing to continue to serve.

No other business needing to be discussed, meeting was adjourned.