MINUTES
OF
PUTNAM COUNTY COMMISSION
May 15, 2017

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 15, 2017 there was a regular meeting of the Putnam County Board of Commissioners.

There were present and presiding the Chairman Mike Atwood, and County Clerk, Wayne Nabors.

The Sheriff, Eddie Farris called the meeting to order.

The Chairman recognized John Mayberry of the Center Grove Church of Christ for the Invocation.

The Chairman recognized Commissioner Benton Young 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:

Tom Short        Ben Rodgers
Jordan Iwanyszyn Danny Holmes
Jerry Ford       Benton Young
Jerry Roberson   Tony Honeycutt
Larry Bennett    Kim Bradford
Cindy Adams      Jim Martin
Bobby Williams   Scott Stevens
Chris Savage     Marsha Bowman
Larry Redwine    Donny Buttram
Mike Medley      Mike Atwood

ABSENT:

Scott Ebersole    Daryl Blair
Reggie Shanks     Cathy Reel

The Clerk announced that twenty (20) were present and four (4) absent. Therefore, the Chairman declared a quorum.

MOTION RE: APPROVE AGENDA

Commissioner Mike Medley moved and Commissioner Donny Buttram seconded the motion to approve the Agenda for the May 15, 2017 Meeting of the Putnam County Board of Commissioners.

(SEE ATTACHED)
AGENDA
PUTNAM COUNTY
BOARD OF COMMISSIONERS

Monthly Awards will be presented at 5:45 PM

Regular Monthly Session
Monday, May 15, 2017 6:00PM

1. Call to Order - Sheriff Eddie Farris

2. Invocation

3. Pledge to the Flag of the United States of America

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
   B. School Funds - Jerry Boyd, Director of Schools
   C. County General Fund, Debt Service Fund, Solid Waste Sanitation Fund, Self Insurance Fund, and Parks & Recreation Fund - Randy Porter, County Executive

9. New Business and Action Thereon by the Board
   A. Report of Standing Committees
1. Planning Committee
   a. Recommends approval to transfer the following vehicle from Putnam County EMS to Putnam County School Transportation: 2009 Ford F450 VIN#1FDAR46R7EA31984

2. Fiscal Review Committee
   a. Recommends approval of budget amendments to the County General Fund.
   b. Recommends approval of budget amendments to the General Purpose School Fund.
   c. Recommends approval of budget amendments to the Road Department Fund.
   d. Recommends approval of budget amendments to the Parks and Recreation Fund.
   e. Recommends approval of a Resolution authorizing the County Executive's Office to apply for a Litter and Trash Collection Grant from the Tennessee Department of Transportation.
   f. Recommends approval for the Upper Cumberland Family Justice Center to apply for a VOCA Grant.

3. Nominating Committee
   a. Recommends to accept the resignation of Daryl Blair as Commissioner of the 9th district.

B. Report of Special Committees

C. Resolutions

D. Election of Notaries

E. Other New Business
   1. Ratification of Randy Porter's appointment of Tom Short to the Budget Committee to fill the unexpired term of Daryl Blair.

   2. Recognize the Fiscal Strength and Efficient Government Fiscal Confirmation letter to meet ThreeStar Program requirements. No Action Required

   3. Hear from Zach Ledbetter, Vice President of Visitor Development with the Chamber of Commerce.

   4. Recognize Cash Flow Analysis for the General Purpose School Fund. No action required

10. Announcements and Statements

11. Adjourn
The Chairman asked for discussion on the motion to approve the Agenda for the May 15, 2017 Meeting of the Putnam County Board of Commissioners. There was none.

The Chairman asked for a voice vote on the motion to approve the Agenda. The motion carried.

**MOTION RE: APPROVE MINUTES**

Commissioner Mike Medley moved and Commissioner Benton Young seconded the motion to approve the Minutes of the April 17, 2017 Meeting of the Putnam County Board of Commissioners.

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

The Chairman asked for a voice vote on the motion to approve the Minutes of the April 17, 2017 Meeting. 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

**MOTION RE: QUARTERLY REPORTS AND ACTION THEREON BY THE BOARD**

**QUARTERLY REPORT FOR THE ROAD FUND – RANDY JONES, SUPERVISOR**

**QUARTERLY REPORT FOR THE SCHOOL FUNDS – JERRY BOYD, DIRECTOR OF SCHOOLS**

**QUARTERLY REPORT FOR THE COUNTY GENERAL FUND, DEBT SERVICE FUND, SOLID WASTE SANITATION FUND, SELF INSURANCE FUND, AND PARKS & RECREATION FUND – RANDY PORTER, COUNTY EXECUTIVE**

(SEE ATTACHED)
<table>
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<tr>
<th>Code Number and Description</th>
<th>Estimated Amendment</th>
<th>1st Quarter</th>
<th>2nd Quarter</th>
<th>3rd Quarter</th>
<th>4th Quarter</th>
<th>Totals</th>
<th>Amendement</th>
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<th>3Q04.089</th>
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Amended From Balance July 1, 2016

Fund Balance: 7Q26.932

January, February, And March, 2017
Quarterly Report
Putnam County Highway Department

Randy Jones, Road Supervisor
May 2, 2017

Honorable Commissioners
Putnam County Courthouse
Cookeville, TN 38501

Honorable Commissioners:

Please consider approval of the following Quarterly Reports for the quarter ended March 31, 2017:

141 – General Purpose School Fund
142 – Federal Projects Fund
143 – Central Cafeteria Fund
146 – Extended School Program Fund

Sincerely,

Mark McReynolds
Putnam County Board of Education
### Revenues:

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<tr>
<th>Code</th>
<th>Description</th>
<th>2016-2017 Budget</th>
<th>Actual Jul-Sept 16</th>
<th>Actual Oct-Dec 16</th>
<th>Actual Jan-Mar 17</th>
<th>Actual Apr-Jun 17</th>
<th>Year to Date</th>
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<td>1,824</td>
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<td>893</td>
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<td>4,522</td>
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<td>Charges for Current Services</td>
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<td>84,547</td>
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<td>182,374</td>
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<td>Other Local Revenue</td>
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<td>28,729</td>
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### Encumbrances / Expenditures:

<table>
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<tr>
<th>Code</th>
<th>Description</th>
<th>2016-2017 Budget</th>
<th>Actual Jul-Sept 16</th>
<th>Actual Oct-Dec 16</th>
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<th>Actual Apr-Jun 17</th>
<th>Year to Date</th>
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<td>Other Student Services</td>
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<td>Alternative Ed. Support</td>
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<td>Special Ed. Support</td>
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<td>Human Services/Personnel</td>
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<td>2,466,998</td>
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<td>72810</td>
<td>Central &amp; Other Support</td>
<td>800,817</td>
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<td><strong>17,263,734</strong></td>
<td><strong>19,913,504</strong></td>
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<td>Total Year to Date</td>
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<td>49000 Other Sources</td>
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<td>8,948,624</td>
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<p>| Encumbrances / Expenditures:                   |                  |                     |                     |                     |                     |                     |
| 71100 Regular Instruction Program             | 2,899,139        | 390,813             | 1,224,094           | 517,706             | -                   | 2,132,614           |
| 71200 Special Education Program               | 2,524,549        | 496,582             | 506,027             | 572,018             | -                   | 1,574,027           |
| 71300 Vocational Education Program            | 166,390          | 13,234              | 33,230              | 42,948              | -                   | 89,472              |
| 72130 Other Student Support                   | 1,721,191        | 195,143             | 451,360             | 314,651             | -                   | 961,154             |
| 72200 Regular Instruction Program             | 394,767          | 94,830              | 87,492              | 71,305              | -                   | 253,627             |
| 72230 Vocational Education Program            | 9,210            | 2,519               | 2,215               | 2,534               | -                   | 7,269               |
| 72410 Office of the Principal                 | -                | -                   | -                   | -                   | -                   | -                   |
| 72710 Transportation                          | 23,360           | 1,696               | 4,250               | 4,250               | -                   | 10,196              |
| 73300 Community Services                      | 588,603          | 33,653              | 185,840             | 180,234             | -                   | 409,727             |
| 99100 Operating Transfers                     | 465,318          | 44,134              | 40,255              | 40,378              | -                   | 124,767             |
| TOTAL                                         | 8,948,624        | 1,284,473           | 2,558,801           | 1,787,622           | -                   | 5,631,096           |</p>
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<td>Apr-Jun 2017</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>43000 Charges for Current Services</td>
<td>870,100</td>
<td>205,931</td>
<td>357,582</td>
<td>335,719</td>
<td>-</td>
<td>899,233</td>
</tr>
<tr>
<td>44000 Other Local Revenue</td>
<td>44,000</td>
<td>6,649</td>
<td>10,775</td>
<td>4,734</td>
<td>-</td>
<td>22,158</td>
</tr>
<tr>
<td>46500 State of Tennessee</td>
<td>50,000</td>
<td>-</td>
<td>-</td>
<td>53,840</td>
<td>-</td>
<td>53,840</td>
</tr>
<tr>
<td>47100 Federal Thru State</td>
<td>5,354,426</td>
<td>666,365</td>
<td>1,287,103</td>
<td>1,328,659</td>
<td>-</td>
<td>3,284,127</td>
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<tr>
<td></td>
<td>6,316,526</td>
<td>680,946</td>
<td>1,655,461</td>
<td>1,722,952</td>
<td>-</td>
<td>4,250,358</td>
</tr>
<tr>
<td>Encumbrances / Expenditures:</td>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>73100 Food Services</td>
<td>5,777,776</td>
<td>1,248,651</td>
<td>1,480,466</td>
<td>1,525,407</td>
<td>-</td>
<td>4,254,523</td>
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<tr>
<td>99100 Operating Transfers</td>
<td>540,750</td>
<td>85,851</td>
<td>145,367</td>
<td>141,281</td>
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<td>372,499</td>
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<td>6,318,526</td>
<td>1,334,502</td>
<td>1,625,833</td>
<td>1,666,688</td>
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<td>4,627,023</td>
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<tr>
<td>Revenues:</td>
<td>2016-2017</td>
<td>Actual</td>
<td>Actual</td>
<td>Actual</td>
<td>Actual</td>
<td>Total</td>
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<td>---------</td>
<td>---------</td>
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</tr>
<tr>
<td></td>
<td>Budget</td>
<td>Jul-Sept</td>
<td>Oct-Dec</td>
<td>Jan-Mar</td>
<td>Apr-Jun</td>
<td>Year to Date</td>
</tr>
<tr>
<td>43000 Charges for Current Services</td>
<td>935,809</td>
<td>253,020</td>
<td>223,257</td>
<td>291,285</td>
<td>-</td>
<td>767,562</td>
</tr>
<tr>
<td></td>
<td>935,809</td>
<td>253,020</td>
<td>223,257</td>
<td>291,285</td>
<td>-</td>
<td>767,562</td>
</tr>
<tr>
<td>Encumbrances / Expenditures:</td>
<td>73300 Community Services</td>
<td>935,809</td>
<td>230,583</td>
<td>209,086</td>
<td>229,206</td>
<td>-</td>
</tr>
<tr>
<td>TOTAL</td>
<td>935,809</td>
<td>230,583</td>
<td>209,086</td>
<td>229,206</td>
<td>-</td>
<td>668,875</td>
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</table>
## EXPENDITURES

**Amended Budget**

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>24.10.94.24.00</td>
<td>10000</td>
</tr>
<tr>
<td>1 144.09.04.51</td>
<td>10000</td>
</tr>
<tr>
<td>936.91.11.89</td>
<td>10000</td>
</tr>
<tr>
<td>850.93.93.62</td>
<td>10000</td>
</tr>
<tr>
<td>741.27.90.90</td>
<td>10000</td>
</tr>
<tr>
<td>65.95.85.85</td>
<td>10000</td>
</tr>
<tr>
<td>56.12.67.90</td>
<td>10000</td>
</tr>
<tr>
<td>47.94.94.24</td>
<td>10000</td>
</tr>
<tr>
<td>34.66.96.86</td>
<td>10000</td>
</tr>
<tr>
<td>2 144.09.04.51</td>
<td>10000</td>
</tr>
<tr>
<td>1 83.96.96.86</td>
<td>10000</td>
</tr>
<tr>
<td>4 210.94.84</td>
<td>10000</td>
</tr>
</tbody>
</table>

**Original Budget**

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>34.39.52.55.00</td>
<td>10000</td>
</tr>
<tr>
<td>33.74.11.62.90</td>
<td>10000</td>
</tr>
<tr>
<td>6 185.72.85.85</td>
<td>10000</td>
</tr>
<tr>
<td>8 850.93.93.62</td>
<td>10000</td>
</tr>
<tr>
<td>7 144.09.04.51</td>
<td>10000</td>
</tr>
<tr>
<td>6 56.12.67.90</td>
<td>10000</td>
</tr>
<tr>
<td>5 83.96.96.86</td>
<td>10000</td>
</tr>
<tr>
<td>4 241.27.90.90</td>
<td>10000</td>
</tr>
<tr>
<td>3 144.09.04.51</td>
<td>10000</td>
</tr>
<tr>
<td>2 210.94.84</td>
<td>10000</td>
</tr>
</tbody>
</table>

## REVENUES

**Amended Budget**

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>25.65.94.10.94</td>
<td>10000</td>
</tr>
<tr>
<td>3 246.94.10.94</td>
<td>10000</td>
</tr>
<tr>
<td>2 144.09.04.51</td>
<td>10000</td>
</tr>
<tr>
<td>2 144.09.04.51</td>
<td>10000</td>
</tr>
<tr>
<td>1 83.96.96.86</td>
<td>10000</td>
</tr>
<tr>
<td>4 56.12.67.90</td>
<td>10000</td>
</tr>
<tr>
<td>3 144.09.04.51</td>
<td>10000</td>
</tr>
<tr>
<td>2 210.94.84</td>
<td>10000</td>
</tr>
<tr>
<td>1 83.96.96.86</td>
<td>10000</td>
</tr>
</tbody>
</table>

**Original Budget**

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>34.39.52.55.00</td>
<td>10000</td>
</tr>
<tr>
<td>33.74.11.62.90</td>
<td>10000</td>
</tr>
<tr>
<td>6 185.72.85.85</td>
<td>10000</td>
</tr>
<tr>
<td>8 850.93.93.62</td>
<td>10000</td>
</tr>
<tr>
<td>7 144.09.04.51</td>
<td>10000</td>
</tr>
<tr>
<td>6 56.12.67.90</td>
<td>10000</td>
</tr>
<tr>
<td>5 83.96.96.86</td>
<td>10000</td>
</tr>
<tr>
<td>4 241.27.90.90</td>
<td>10000</td>
</tr>
<tr>
<td>3 144.09.04.51</td>
<td>10000</td>
</tr>
<tr>
<td>2 210.94.84</td>
<td>10000</td>
</tr>
</tbody>
</table>

## Statement of Revenues and Expenditures - County General Budget 2016-2017

- **Period ending March 31, 2017**
- **Fiscal Year 2017**

### Total Revenues

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other Sources</td>
<td>43000</td>
</tr>
<tr>
<td>Other Government and Citizens Groups</td>
<td>42000</td>
</tr>
<tr>
<td>Federal Government</td>
<td>41000</td>
</tr>
<tr>
<td>State of Tennessee</td>
<td>40000</td>
</tr>
<tr>
<td>Fees Received from County Officials</td>
<td>39000</td>
</tr>
<tr>
<td>Other Local Revenue</td>
<td>38000</td>
</tr>
<tr>
<td>Changes for Current Service</td>
<td>37000</td>
</tr>
<tr>
<td>Fines, Forfeitures and Penalties</td>
<td>36000</td>
</tr>
<tr>
<td>Licenses and Permits</td>
<td>35000</td>
</tr>
<tr>
<td>Local Taxes</td>
<td>34000</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>43000</td>
</tr>
</tbody>
</table>

### Total Expenditures

- **Transfer Out (Combined County Fund)**
- **Other Operations**
- **Agriculture & Natural Resources**
- **Social Services**
- **Public Health & Welfare**
- **Parks & Recreation**
- **Administration of Justice**
- **Finance**
- **General Administration**
<table>
<thead>
<tr>
<th>Transfers Out</th>
<th>Public Safety Propeds</th>
<th>Education Debt</th>
</tr>
</thead>
<tbody>
<tr>
<td>12 / 800.100.00</td>
<td>12 / 800.622.56</td>
<td>12 / 800.911.00</td>
</tr>
<tr>
<td>0.00</td>
<td>12 / 800.000.00</td>
<td>0.00</td>
</tr>
<tr>
<td>3,500,000.00</td>
<td>0.00</td>
<td>3,500,000.00</td>
</tr>
<tr>
<td>3,500,000.00</td>
<td>3,500,000.00</td>
<td>3,500,000.00</td>
</tr>
</tbody>
</table>

**Total Expenditures:**
- 0.00
- 0.00
- 3,500,000.00
- 3,500,000.00
- 3,500,000.00
- 3,500,000.00

**Total Revenues:**
- 0.00
- 0.00
- 4,000,000.00
- 4,000,000.00
- 4,000,000.00
- 4,000,000.00

**Statement of Revenues and Expenditures**

**Debt Service Budget - 2016-2017**

**Period Ending March 31, 2017**

**Expenditures:**
- 9,150,336

**Revenues:**
- 7,049,515.77
- 15,860,911.00
- 7,049,515.77
- 15,860,911.00
- 0.00
- 0.00

**Original Budget**
- 1,280.732.00
- 0.00
- 1,280.732.00
- 0.00
- 1,280.732.00
- 0.00

**Amended Budget**
- 1,280.732.00
- 0.00
- 1,280.732.00
- 0.00
- 1,280.732.00
- 0.00

**Amended Revenues**
- 3,500,000.00
- 0.00
- 3,500,000.00
- 0.00
- 3,500,000.00
- 0.00

**Amended Expenditures**
- 3,500,000.00
- 0.00
- 3,500,000.00
- 0.00
- 3,500,000.00
- 0.00

**Fund Balance - June 2015**
- 8,150,336
Statement of Revenues and Expenditures

Parks and Recreation 2016-2017

Period Ending March 31, 2017

Total Revenues:
- Other Local Revenues: 4,000
- Charges for Current Services: 4,000
- Local Taxes: 4,000

Total Expenditures:
- Social Cultural & Recreational: 56,000

Adequacy Budget: 1,189,417.00
Amended Budget: 1,159,417.00

Fund Balance - June 2015: 2,443.18

Revenues:
- 3Q, 3.2% 78 55,000.00
- 2Q, 15.7% 20 70,000.00
- 1Q, 43% 15 918,520.00
<table>
<thead>
<tr>
<th>Period Ending</th>
<th>Original Budget</th>
<th>Amended Budget</th>
<th>Total Revenues</th>
<th>Total Expenditures</th>
</tr>
</thead>
<tbody>
<tr>
<td>March 31, 2017</td>
<td>4,121,676.00</td>
<td>4,711,425.00</td>
<td>5,600,000</td>
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<tr>
<td></td>
<td>2,893,676.00</td>
<td>2,893,676.00</td>
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<tr>
<td></td>
<td>3,910,624.15</td>
<td>3,910,624.15</td>
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<tr>
<td></td>
<td>1,752,877.79</td>
<td>1,752,877.79</td>
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<tr>
<td></td>
<td>1,096,407.92</td>
<td>1,096,407.92</td>
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<tr>
<td></td>
<td>765,380.10</td>
<td>765,380.10</td>
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<tr>
<td></td>
<td>2,822,800.74</td>
<td>2,822,800.74</td>
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</tbody>
</table>

**Note:** The table above provides a summary of revenues and expenditures for the period ending March 31, 2017. The table includes both original and amended budget figures, along with total revenues and expenditures. The fiscal year is 2016-2017.
PUTNAM COUNTY SELF INSURANCE FUND
FUND BALANCE SUMMARY FOR 2016 - 2017
As of March 31, 2017

Fund Balance as of December 31, 2016 589,782.19

PLUS:  Departmental Deposits 53,350.50
Interest 2,033.45
55,383.95

LESS:  Liability Claims 22,275.71
Work Comp Claims 0.00
Medical Records 0.00
Claim Adjuster Fees 0.00
Legal Fees 17,664.08
Court Reporter & Court Costs 0.00
Insurance 93,188.00
Miscellaneous 9,000.00
WC Fees to PMA Insurance Group 97,684.73
CapRisk Consulting 2,000.00
Management fee
Liability Reserve Increase 115,732.00
(Decrease) this period 0.00
Work Comp Reserve Increase 0.00
(Decrease) this period -84,620.00
272,924.52

Ending Fund Balance as of March 31, 2017 372,241.62

CASH SUMMARY

Checking balance (9715) as of 3/31/2017 15,280.69
Checking balance (4324) as of 3/31/2017 146,351.19
Certificate of Deposit as of 3/31/2017 1,598,985.38
Outstanding items:
   CK 2086 -1.00
   CK 2762 -300.00
   CK 2765 -2,240.49
   CK 2766 -12,754.15

Ending Cash Balance as of March 31, 2017 1,745,321.62
Less:  Open Liability Claim Reserves as of 3/31/2017 6 -356,822.00
Open Work Comp Claim Reserves as of 3/31/2017 -1,016,258.00

Ending Fund Balance as of March 31, 2017 372,241.62

Number of Open Liability Claims as of March 31, 2017 11
Number of Open Work Comp Claims as of March 31, 2017 41

This report was prepared by BB&T Legge Insurance on 04/17/2017
The Chairman asked for discussion on the approval of the Quarterly Reports for the Road Fund – Randy Jones, Supervisor; School Funds – Jerry Boyd, Director of Schools; and County General Fund, Debt Service Fund, Solid Waste Sanitation Fund, Self Insurance Fund, and Parks & Recreation Fund – Randy Porter, County Executive. There was none.

The Chairman asked for a voice vote on the motion. The motion carried.

NEW BUSINESS AND ACTION THEREON BY THE BOARD

REPORT OF STANDING COMMITTEES

PLANNING COMMITTEE:

MOTION RE: PLANNING COMMITTEE RECOMMENDS APPROVAL TO TRANSFER THE FOLLOWING VEHICLE FROM PUTNAM COUNTY EMS TO PUTNAM COUNTY SCHOOL TRANSPORTATION: 2009 FORD F450 VIN#1FDCAF46R7EA31984

Commissioner Jordan Iwanyszyn moved and Commissioner Benton Young seconded the motion to approve the transfer of the following vehicle from Putnam County EMS to Putnam School Transportation: 2009 Ford F450 VIN# 1FDCAF46R7EA31984.

(SEE ATTACHED)
Chassis Donation

Putnam County EMS has the following chassis, 2009 Ford F450. VIN number 1FDAF46R7EA31984 Kim Bradford with Putnam County Schools Transportation has asked that the County donate this chassis to the Department for official use.

Respectfully,

[Signature]

Tommy Copeland, CCP
Director, Putnam EMS
The Chairman asked for discussion on the motion to approve the transfer of the following vehicle from Putnam County EMS to Putnam County School Transportation: 2009 Ford F450 VIN # 1FDAF46R7EA31984. There was none.

The Chairman asked for a voice vote on the motion. The motion carried.

**FISCAL REVIEW COMMITTEE**

**MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF BUDGET AMENDMENTS TO THE COUNTY GENERAL FUND**

Commissioner Chris Savage moved and Commissioner Cindy Adams seconded the motion to approve Budget Amendments to the County General Fund.

(SEE ATTACHED)
## County General Expenditures

<table>
<thead>
<tr>
<th>Account</th>
<th>Description</th>
<th>Debit</th>
<th>Credit</th>
</tr>
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<tbody>
<tr>
<td>51500</td>
<td>Election Commission</td>
<td></td>
<td>475</td>
</tr>
<tr>
<td></td>
<td>169 Part Time</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>193 Election Workers</td>
<td></td>
<td>475</td>
</tr>
<tr>
<td>54310</td>
<td>County Fire</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>140 Salary Supplements</td>
<td></td>
<td>600</td>
</tr>
<tr>
<td></td>
<td>169 Part Time Personnel</td>
<td></td>
<td>10,767</td>
</tr>
<tr>
<td></td>
<td>187 Overtime</td>
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<td>10,767</td>
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</table>

## County General Revenues

<table>
<thead>
<tr>
<th>Account</th>
<th>Description</th>
<th>Debit</th>
</tr>
</thead>
<tbody>
<tr>
<td>46290</td>
<td>Firefighter Supplements</td>
<td>600</td>
</tr>
</tbody>
</table>

**TOTAL**  
$11,842  $11,842

See Memos attached from Directors
DATE: May 28, 2017

TO: Debby Francis, Mngr of Accts and Budget,
Putnam County Commission and County Executive Randy Porter

FROM: Debbie Steidl, Administrator of Elections

RE: Requests for $ in Line item 51500 193 Election Workers

The Election Commission would like to move $475.00 from 51500–193 to 51500–169 Part time. This would allow us to work our part time person one (1) day a week till the end of the fiscal year.

I would be happy to answer any questions.

Thank you.
05.02.2017
Budget Amendment Request

The Fire Department request moving line item 54310-187 ($10,767.20) Overtime to line item 54310-169 Part-Time Personnel. This is a final adjustment to get through the rest of the fiscal year due to a short fall created by the untimely departure of a full time employee.

Sincerely,

[Signature]

Chief Thomas Brown
Cell 931-979-1153
The Chairman asked for discussion on the motion to approve Budget Amendments to the County General Fund. There was none.

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

FOR:

Tom Short
Jordan Iwanyszyn
Jerry Ford
Jerry Roberson
Larry Bennett
Cindy Adams
Bobby Williams
Chris Savage
Larry Redwine
Mike Medley

Ben Rodgers
Danny Holmes
Benton Young
Tony Honeycutt
Kim Bradford
Jim Martin
Scott Stevens
Marsha Bowman
Donny Buttram
Mike Atwood

ABSENT:

Scott Ebersole
Reggie Shanks

Daryl Blair
Cathy Reel

The Clerk announced that twenty (20) voted for, zero (0) voted against, zero (0) abstained, and four (4) absent. The motion carried.

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

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

(SEE ATTACHED)
May 2, 2017

Honorable Commissioners
Putnam County Courthouse
Cookeville, TN 38501

Honorable Commissioners:

Please consider approval of the following budget amendments to the General Purpose School and Central Cafeteria Funds, as submitted.

Sincerely,

[Signature]

Mark McReynolds
Putnam County Board of Education

Enclosures:

- To budget for a donation from UTRUST to be used for employee appreciation and team building (General Purpose School Fund).
- To budget for revenue received from the State for Adult Education Critical Needs (General Purpose School Fund).
- To budget for additional revenue received from the State for Adult Education Grant (General Purpose School Fund).
- To reallocate Food Service Budget to expend funds most effectively. (Central Cafeteria Fund).
## Putnam County Budget Amendment / Line Item Transfer Authorization Form

**Department:** Finance  
**DATE:** 4-Mar-17

<table>
<thead>
<tr>
<th>Item #</th>
<th>Account #</th>
<th>Account Description</th>
<th>Current Approve Amount</th>
<th>Increase</th>
<th>Decrease</th>
<th>Requested Approval Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1</td>
<td>141 R 48810 000 000 022100 000</td>
<td>Donations</td>
<td>53,800.00</td>
<td></td>
<td>53,800.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Revenue</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>2</td>
<td>141 E 73300 889 000 02130 000</td>
<td>Other Supplies and Materials</td>
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<td>30,700.00</td>
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<tr>
<td></td>
<td>3</td>
<td>141 E 73300 599 000 02130 000</td>
<td>Other Charges</td>
<td></td>
<td>23,100.00</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Expenditures</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Revenue less Expenditures</td>
<td></td>
<td>53,800.00</td>
<td></td>
<td>53,800.00</td>
</tr>
</tbody>
</table>

**Explanation:** To budget for donation from UTRUST for Employee Appreciation and Team Building Grant

---

**Requested by:** 
**Supervisor:** 
**Reviewed by:** 
**Chief Financial Officer:** 

**Requested for Approval:** 
**Official/Department Head:** 

**Action by Fiscal Review Committee:** Recommended for Approval  
**Action by County Commission:** Approval 

**No Recommendation**  
**Date:** 

**Non-Approval**  
**Date:**
### Putnam County Budget Amendment / Line Item Transfer Authorization Form

**Department:** Adult Education

**DATE:** 4-May-17

<table>
<thead>
<tr>
<th>Item #</th>
<th>Account #</th>
<th>Account Description</th>
<th>Current Approved Annual</th>
<th>Requested Approval Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Revenue</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>141 48590 000 005 01003</td>
<td>OTHER STATE EDUCATION FUNDS</td>
<td>9,853.25</td>
<td>9,853.25</td>
</tr>
<tr>
<td>2</td>
<td>141 47120 000 005 01003</td>
<td>ADULT BASIC EDUCATION</td>
<td>29,586.75</td>
<td>29,586.75</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Total Revenue</strong></td>
<td><strong>39,443.00</strong></td>
<td><strong>39,443.00</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Expenditures</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>141 E 71500 116 000 01003</td>
<td>Salaries</td>
<td>8,663.00</td>
<td>8,663.00</td>
</tr>
<tr>
<td>4</td>
<td>141 E 71800 201 030 01003</td>
<td>PICA</td>
<td>538.97</td>
<td>538.97</td>
</tr>
<tr>
<td>5</td>
<td>141 E 71500 204 000 01003</td>
<td>Retirement</td>
<td>54.96</td>
<td>54.96</td>
</tr>
<tr>
<td>6</td>
<td>141 E 71500 212 000 01003</td>
<td>Medicare</td>
<td>126.65</td>
<td>126.65</td>
</tr>
<tr>
<td>7</td>
<td>141 E 71500 355 000 01003</td>
<td>Travel</td>
<td>5,000.00</td>
<td>5,000.00</td>
</tr>
<tr>
<td>8</td>
<td>141 E 71500 398 000 01003</td>
<td>Other Contracted Services</td>
<td>1,500.00</td>
<td>1,500.00</td>
</tr>
<tr>
<td>9</td>
<td>141 E 71500 429 000 01003</td>
<td>Materials and Supplies</td>
<td>6,500.00</td>
<td>6,500.00</td>
</tr>
<tr>
<td>10</td>
<td>141 E 71500 750 000 01003</td>
<td>Equipment</td>
<td>17,000.00</td>
<td>17,000.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Total Expenditures</strong></td>
<td><strong>39,443.00</strong></td>
<td><strong>39,443.00</strong></td>
</tr>
<tr>
<td></td>
<td></td>
<td><strong>Total Revenue less Total Expenditures</strong></td>
<td><strong>39,443.00</strong></td>
<td><strong>39,443.00</strong></td>
</tr>
</tbody>
</table>

**Explanation:** To budget for revenue received for Adult Education Critical Needs

---

Requested by **Lynelle Hildleston**  Recommended for Approval

Reviewed by **Chief Financial Officer**

Action by Fiscal Review Committee: **Recommended for Approval**

Action by County Commission: **Approval**

---

Recommended for Approval

No Recommendation

Non-Approval
## Putnam County Budget Amendment / Line Item Transfer Authorization Form

**Department:** Adult Education

**DATE:** 4-May-17

<table>
<thead>
<tr>
<th>Item #</th>
<th>Account #</th>
<th>Account Description</th>
<th>Current Approved Amount</th>
<th>Increase</th>
<th>Decrease</th>
<th>Requested Approval Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>141 R 46592 000 01002</td>
<td>OTHER STATE EDUCATION FUNDS</td>
<td>165,763.00</td>
<td>16,323.50</td>
<td></td>
<td>82,975.00</td>
</tr>
<tr>
<td>2</td>
<td>141 R 47120 000 01002</td>
<td>ADULT BASIC EDUCATION</td>
<td>467,258.00</td>
<td>64,660.00</td>
<td>515,778.00</td>
<td></td>
</tr>
</tbody>
</table>

**Total Revenue:**

| Revenue | 623,021.00 | 64,660.00 | 687,703.00 |

**Expenses**

<table>
<thead>
<tr>
<th>Item #</th>
<th>Account #</th>
<th>Account Description</th>
<th>Current Approved Amount</th>
<th>Increase</th>
<th>Decrease</th>
<th>Requested Approval Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>3</td>
<td>141 E 71900 116 000 01002</td>
<td>Salaries</td>
<td>280,750.00</td>
<td></td>
<td>44,262.32</td>
<td>327,012.32</td>
</tr>
<tr>
<td>4</td>
<td>141 E 71900 201 000 01002</td>
<td>Social Security</td>
<td>23,948.00</td>
<td></td>
<td>2,781.51</td>
<td>30,729.51</td>
</tr>
<tr>
<td>5</td>
<td>141 E 71900 204 000 01002</td>
<td>Medicare</td>
<td>35,666.00</td>
<td></td>
<td>4,027.81</td>
<td>39,693.81</td>
</tr>
<tr>
<td>6</td>
<td>141 E 71900 207 000 01002</td>
<td>Unemployment Comp.</td>
<td>22,337.00</td>
<td></td>
<td>2,827.66</td>
<td>24,664.66</td>
</tr>
<tr>
<td>7</td>
<td>141 E 71900 216 000 01002</td>
<td>Travel</td>
<td>450.00</td>
<td></td>
<td>55.00</td>
<td>505.00</td>
</tr>
<tr>
<td>8</td>
<td>141 E 71900 219 000 01002</td>
<td>Hospital</td>
<td>6,491.00</td>
<td></td>
<td>650.51</td>
<td>7,141.51</td>
</tr>
<tr>
<td>9</td>
<td>141 E 72200 350 000 01002</td>
<td>Retirement</td>
<td>1,260.00</td>
<td></td>
<td>960.00</td>
<td>2,220.00</td>
</tr>
</tbody>
</table>

**Total Expenditures:**

| Expenditures | 372,317.00 | 64,660.00 | 436,977.00 |

**Total Revenue less Total Expenditures:**

| 250,704.00 | 64,660.00 | 250,736.00 |

**Explanation:** To budget for revenue received for full contract amount for adult education.

---

**Requested by:** Lynda Haddleston  
**Reviewed by:** Chairman Financial Officer

**Action by Fiscal Review Committee:** Recommended for Approval  
**Action by County Commission:** Approval

**Recommended for Approval:**  
**Official / Department Head:**

**Action by County Commission:** Approval

**Non-Approval:**

**Date:**
**Putnam County Budget Amendment / Line Item Transfer Authorization Form**

**Department:** Food Service

<table>
<thead>
<tr>
<th>Item #</th>
<th>Account #</th>
<th>Account Description</th>
<th>Current Approved Amount</th>
<th>Decrease</th>
<th>Increase</th>
<th>Requested Approval Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>143 E 73100 710</td>
<td>FOOD SERVICE EQUIPMENT</td>
<td>150,000.00</td>
<td>60,000.00</td>
<td>-</td>
<td>90,000.00</td>
<td></td>
</tr>
<tr>
<td>143 E 73100 299</td>
<td>OTHER FRINGE BENEFITS</td>
<td>4,000.00</td>
<td>4,000.00</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>143 E 73100 399</td>
<td>OTHER CONTRACTED SERVICES</td>
<td>45,000.00</td>
<td>24,950.00</td>
<td>25,000.00</td>
<td>1,745,000.00</td>
<td></td>
</tr>
<tr>
<td>143 E 73100 165</td>
<td>CAFETERIA PERSONNEL</td>
<td>1,720,000.00</td>
<td>-</td>
<td>2,100.00</td>
<td>10,100.00</td>
<td></td>
</tr>
<tr>
<td>143 E 73100 524</td>
<td>INSERVICE/STAFF DEVELOPMENT</td>
<td>8,000.00</td>
<td>-</td>
<td>100.00</td>
<td>5,100.00</td>
<td></td>
</tr>
<tr>
<td>143 E 73100 210</td>
<td>UNEMPLOYMENT COMPENSATION</td>
<td>5,000.00</td>
<td>-</td>
<td>24,000.00</td>
<td>114,000.00</td>
<td></td>
</tr>
<tr>
<td>143 E 73100 336</td>
<td>MAINTENANCE AND REPAIRS</td>
<td>90,000.00</td>
<td>-</td>
<td>7,000.00</td>
<td>21,000.00</td>
<td></td>
</tr>
<tr>
<td>143 E 73100 355</td>
<td>TRAVEL</td>
<td>14,000.00</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>143 E 73100 435</td>
<td>OFFICE SUPPLIES</td>
<td>12,250.00</td>
<td>-</td>
<td>23,750.00</td>
<td>564,500.00</td>
<td></td>
</tr>
<tr>
<td>143 E 99100 590</td>
<td>TRANSFERS TO OTHER FUNDS</td>
<td>540,750.00</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
</tbody>
</table>

**Total** | 2,589,000.00 | 88,950.00 | 88,950.00 | 2,589,000.00 |

**Explanation:** Annual clean up of line items

**Requested by:**

**Recommended for Approval:**

**Official / Department Head:**

**Reviewed by:**

**Chief Financial Officer**

**Action by Fiscal Review Committee:**

**Recommended for Approval**

**No Recommendation**

**Date**

**Action by County Commission:**

**Approval**

**Non-Approval**

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

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

FOR:

Tom Short  Ben Rodgers
Jordan Iwanyszyn  Danny Holmes
Jerry Ford  Benton Young
Jerry Roberson  Tony Honeycutt
Larry Bennett  Kim Bradford
Cindy Adams  Jim Martin
Bobby Williams  Scott Stevens
Chris Savage  Marsha Bowman
Larry Redwine  Donny Buttram
Mike Medley  Mike Atwood

ABSENT:

Scott Ebersole  Daryl Blair
Reggie Shanks  Cathy Reel

The Clerk announced that twenty (20) voted for, zero (0)) voted against, zero (0) abstained, and four (4) absent. The motion carried.

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF BUDGET AMENDMENTS TO THE ROAD DEPARTMENT FUND

Commissioner Chris Savage moved and Commissioner Kim Bradford seconded the motion to approve Budget Amendments to the Road Department Fund.

(SEE ATTACHED)
**Budget Amendment/Line Item Transfer Authorization Form**

**Road Department  May, 2017**

**Commission Meeting**

<table>
<thead>
<tr>
<th>Item</th>
<th>Account</th>
<th>Description</th>
<th>Decrease</th>
<th>Increase</th>
<th>Increase</th>
<th>Approved</th>
<th>Requested</th>
<th>Line Item</th>
<th>Line Item</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>39000</td>
<td>Fund Balance</td>
<td>Fund Bal.</td>
<td>Revenue</td>
<td>Expenditures</td>
<td>Expenditures</td>
<td>Expendied</td>
<td>Balance</td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>39000</td>
<td>Fund Balance</td>
<td>21,000</td>
<td>21,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>62000.499</td>
<td>Supplies/Guard Rail</td>
<td>-</td>
<td>-</td>
<td>6,000</td>
<td>4,000</td>
<td>10,000</td>
<td>2,988</td>
<td>7,012</td>
</tr>
<tr>
<td>3</td>
<td>62000.510</td>
<td>Trustee's Commission</td>
<td>-</td>
<td>-</td>
<td>5,000</td>
<td>53,000</td>
<td>58,000</td>
<td>50,303</td>
<td>7,697</td>
</tr>
<tr>
<td>4</td>
<td>68000.321</td>
<td>Engineering Services</td>
<td>-</td>
<td>-</td>
<td>10,000</td>
<td>105,000</td>
<td>115,000</td>
<td>90,661</td>
<td>24,339</td>
</tr>
<tr>
<td><strong>Totals</strong></td>
<td></td>
<td></td>
<td>21,000</td>
<td>21,000</td>
<td>21,000</td>
<td>162,000</td>
<td>183,000</td>
<td>143,952</td>
<td>39,048</td>
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</table>

This reverse entry is to correct error made on approved April amendment.

<table>
<thead>
<tr>
<th>Item</th>
<th>Account</th>
<th>Description</th>
<th>Increase</th>
<th>Decrease</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>39000</td>
<td>Fund Balance</td>
<td>35,400</td>
<td>35,400</td>
</tr>
</tbody>
</table>

Submitted by: Randy Jones, Putnam County Road Supervisor
The Chairman asked for discussion on the motion to approve Budget Amendments to the Road Department Fund. There was none.

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

FOR:

Tom Short  Ben Rodgers
Jordan Iwanyszyn  Danny Holmes
Jerry Ford  Benton Young
Jerry Roberson  Tony Honeycutt
Larry Bennett  Kim Bradford
Cindy Adams  Jim Martin
Bobby Williams  Scott Stevens
Chris Savage  Marsha Bowman
Larry Redwine  Donny Buttram
Mike Medley  Mike Atwood

ABSENT:

Scott Ebersole  Daryl Blair
Reggie Shanks  Cathy Reel

The Clerk announced that twenty (20) voted for, zero (0)) voted against, zero (0) abstained, and four (4) absent. The motion carried.

**MOTION RE: FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF BUDGET AMENDMENTS TO THE PARKS AND RECREATION FUND**

Commissioner Chris Savage moved and Commissioner Jordan Iwanyszyn seconded the motion to recommend approval of the Budget Amendments to the Parks and Recreation Fund.

(SEE ATTACHED)
# BUDGET AMENDMENT
## PARKS AND RECREATION FUND #123

### Expenditures

<table>
<thead>
<tr>
<th>56700 Parks</th>
<th>Debit</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>790 Other Equipment</td>
<td></td>
<td>28,000</td>
</tr>
</tbody>
</table>

### Revenues

<table>
<thead>
<tr>
<th>44570 Contributions</th>
<th>Debit</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>28,000</td>
</tr>
</tbody>
</table>

### TOTAL

<table>
<thead>
<tr>
<th></th>
<th>Debit</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>28,000</td>
<td>28,000</td>
</tr>
</tbody>
</table>

See letter from Director John Ross Albertson
The Chairman asked for discussion on the motion to approve the Budget Amendments to the Parks and Recreation Fund. There was none.

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

FOR:

Tom Short           Ben Rodgers
Jordan Iwanyszyn    Danny Holmes
Jerry Ford           Benton Young
Jerry Roberson       Tony Honeycutt
Larry Bennett        Kim Bradford
Cindy Adams          Jim Martin
Bobby Williams       Scott Stevens
Chris Savage         Marsha Bowman
Larry Redwine        Donny Buttram
Mike Medley          Mike Atwood

ABSENT:

Scott Ebersole       Daryl Blair
Reggie Shanks        Cathy Reel

The Clerk announced that twenty (20) voted for, zero (0) voted against, zero (0) abstained, and four (4) absent. The motion carried.

MOTION RE: FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF A RESOLUTION AUTHORIZING THE COUNTY EXECUTIVE’S OFFICE TO APPLY FOR A LITTER AND TRASH COLLECTION GRANT FROM THE TENNESSEE DEPARTMENT OF TRANSPORTATION

Commissioner Chris Savage moved and Commissioner Tom Short seconded the motion to approve a Resolution Authorizing the County Executive’s Office to Apply for a Litter and Trash Collection Grant from the Tennessee Department of Transportation.

(SEE ATTACHED)
AUTHORIZATION RESOLUTION

Resolution authorizing submission of an application for a Litter and Trash Collection Grant from the Tennessee Department of Transportation and authorizing the acceptance of said Grant.

WHEREAS, Putnam County, Tennessee intends to apply for the aforementioned grant from the Tennessee Department of Transportation; and

WHEREAS, the contract for the grant will impose certain legal obligations upon Putnam County, Tennessee;

NOW THEREFORE BE IT RESOLVED:

1. That Randy Porter, County Executive, is authorized to apply on behalf of Putnam County, Tennessee for a Litter and Trash Collection Grant from The Tennessee Department of Transportation.

2. That should said application be approved by the Tennessee Department of Transportation, then Randy Porter, County Executive, is authorized to execute contracts or other necessary documents which may be required to signify acceptance of Litter and Trash Collection Grant by Putnam County, Tennessee

Duly passed and approved by the Putnam County Board of Commissioners this 15th day of May, 2017.

Mike Atwood, Chairman
Putnam County Commission Chairman

Randy Porter
Putnam County Executive

ATTESTED:
Wayne Nabors, County Clerk
The Chairman asked for discussion on the motion to approve a Resolution Authorizing the County Executive’s Office to Apply for a Litter and Trash Collection Grant from the Tennessee Department of Transportation. The Commissioners discussed the motion.

The Chairman asked for a voice vote on the motion. The motion carried.

**MOTION RE: FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL FOR THE UPPER CUMBERLAND FAMILY JUSTICE CENTER TO APPLY FOR A VOCA GRANT**

Commissioner Chris Savage moved and Commissioner Jordan Iwanyszyn seconded the motion to approve for the Upper Cumberland Family Justice Center to apply for a VOCA Grant.

(SEE ATTACHED)
RE: Upper Cumberland Family Justice Center Requests Approval to Submit VOCA Grant Application

The Upper Cumberland Family Justice Center (UCFJC) is requesting approval from the Putnam County Commission to submit a VOCA application through the Putnam County Executive’s Office to provide an additional position for the UCFJC. The grant application will have no fiscal note for Putnam County. The 20% match will be provided by in-kind match and Victims Assistance Assessment funds.

Victims of Crime Act (VOCA) grant awards are to be used for expanding and enhancing services to victims of domestic violence and sexual assault in unserved, underserved, and inadequately served populations. The UCFJC is requesting an additional Domestic Violence Advocate to connect victims to resources in Putnam County, assist with the Lethality Assessment Program training and data collection, and provide outreach and victim services in the surrounding counties.

The Family Justice Center has experienced a 250% growth so far this year as compared to 2015-2016. We have nurtured new partnerships that have increased our ability to better serve victims of violent crime. Because of these developments, the UCFJC Board of Directors believes that the time is right for us to take our first steps to expand our service area to include Overton County and provide better access to resources for victims in Clay and Pickett counties.

The grant requires a 20% match, which we are budgeting from in-kind donated space, utilities, and the purchase of equipment which will be a part of our equipment inventory with Putnam County. This equipment will be purchased using the Victims Assistance Assessment funds that were designated for the UCFJC by the Putnam County Commission in December 2015.

Contact: Amy Stockwell, UCFJC Director
Cell: 931-261-3631
The Chairman asked for discussion on the motion to approve for the Upper Cumberland Family Justice Center to apply for a VOCA Grant. There was none.

The Chairman asked for a voice vote on the motion. The motion carried. Commissioner Jim Martin abstained.

**NOMINATING COMMITTEE:**

**MOTION RE: NOMINATING COMMITTEE RECOMMENDS TO ACCEPT THE RESIGNATION OF DARYL BLAIR AS COMMISSIONER OF THE 9TH DISTRICT**

Commissioner Tony Honeycutt moved and Commissioner Kim Bradford seconded the motion to accept the resignation of Daryl Blair as Commissioner of the 9th District.

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

The Chairman asked for a voice vote on the motion. The motion carried.

**REPORT OF SPECIAL COMMITTEES:** None

**RESOLUTIONS:** None

**MOTION RE: APPROVE THE ELECTION OF NOTARIES**

Commissioner Donny Buttram moved and Commissioner Tony Honeycutt seconded the motion to approve the Election of Notaries.

(SEE ATTACHED)
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 15, 2017

JIMMY ALLEN
WENDY H BANDY
STEPHEN H BILBREY
JOY CURT
CHRISTIANNA DERLINGA
BARBARA S DYER
CHRISTY GARRETT
EDDIE H GAW
MENDY HARVILLE
HEATHER JONES
CORBY R KING

TESSA LAWSON
SAMANTHA LAWSON
MINDY NORROD
MELISSA LEE PHILLIPS
WILLIAM FRANKLIN PHILLIPS JR
JORDAN REEDER
KAREN SHEA
JOHN W STRAHLMAN JR
CYNTHIA S SULLIVAN
DEBORA H WEST
The Chairman asked for discussion on the motion to approve the Election of Notaries. There was none.

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

FOR:

Tom Short
Jordan Iwanyszyn
Jerry Ford
Jerry Roberson
Larry Bennett
Cindy Adams
Bobby Williams
Chris Savage
Larry Redwine
Mike Medley

Ben Rodgers
Danny Holmes
Benton Young
Tony Honeycutt
Kim Bradford
Jim Martin
Scott Stevens
Marsha Bowman
Donny Buttram
Mike Atwood

ABSENT:

Scott Ebersole
Reggie Shanks

Daryl Blair
Cathy Reel

The Clerk announced that twenty (20) voted for, zero (0)) voted against, zero (0) abstained, and four (4) absent. The motion carried.

OTHER NEW BUSINESS

MOTION RE: RATIFICATION OF RANDY PORTER’S APPOINTMENT OF TOM SHORT TO THE BUDGET COMMITTEE TO FILL THE UNEXPIRED TERM OF DARYL BLAIR

Commissioner Bobby Williams moved and Commissioner Jordan Iwanyszyn seconded the motion to approve the appointment of Tom Short to the Budget Committee to fill the unexpired term of Daryl Blair.

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

The Chairman asked for a voice vote on the motion. The motion carried.

RECOGNIZE THE FISCAL STRENGTH AND EFFICIENT GOVERNMENT FISCAL CONFIRMATION LETTER TO MEET THREE-STAR PROGRAM REQUIREMENTS (NO ACTION REQUIRED)

(SEE ATTACHED)
Fiscal Strength and Efficient Government Fiscal Confirmation
Letter ThreeStar Program requirements

This document confirms that Putnam County has taken the following actions in accordance with the requirements of the ThreeStar Program:

- The county mayor has reviewed with the county commission at an official meeting the county’s debt management policy that is currently on file with the Comptroller of the Treasury Office. The purpose of this requirement is to ensure that local elected officials are aware and knowledgeable of the county’s debt management policy.

- The county mayor and county commission acknowledge that an annual cash flow forecast must be prepared and submitted to the Comptroller prior to issuance of debt. The purpose of this requirement is to ensure elected officials are aware that prior to the issuance of debt the county must go through the process of assessing the county’s cash flow. This is done to evaluate the county’s finances and confirm that sufficient revenues are available to cover additional debt service associated with the proposed issuance of debt.

- The county mayor and county commission acknowledge that all county offices are required to have documented system of internal controls (TCA Section 9-18-102).

Debt Management Policy
This is an acknowledgement that the Debt Management Policy of Putnam County is on file with the Office of the Comptroller of the Treasury and was reviewed with the members of the Putnam County Commission present at the meeting held on the 16th day of December 2016.

Minutes of this meeting have been included as documentation of this agenda item.

Annual Cash Flow Forecast
This is an acknowledgement that prior to the issuance of debt an annual cash flow forecast was prepared for the appropriate fund and submitted to the Comptroller’s office and was reviewed with the members of the Putnam County Commission present at the meeting held on December 16, 2016.

Minutes of this meeting have been included as documentation of this agenda item.

Confirmation of Documented Internal Controls Requirement
This is an acknowledgement that Putnam County Commission understands that all county offices are required to develop a documented system of internal control for all offices, funds, and departments under the authority and administration of the elected officials of Putnam County in compliance with Section 9-18-102 (a), Tennessee Code Annotated.

Acknowledged this 15th day of May, 2017.

Randy Porter
County Mayor/Executive Name

Signature
HEAR FROM ZACH LEDBETTER, VICE PRESIDENT OF VISITOR DEVELOPMENT WITH THE CHAMBER OF COMMERCE

Zach Ledbetter speaks to the Commission.

RECOGNIZE CASH FLOW ANALYSIS FOR THE GENERAL PURPOSE SCHOOL FUND (NO ACTION REQUIRED)

(SEE ATTACHED)
May 2, 2017

Honorable Commissioners
Putnam County Courthouse
Cookeville, TN 38501

Honorable Commissioners:

Please see attached Cash Flow Analysis for the General Purpose School Fund (141) for year FY17.

Sincerely,

[Signature]

Mark McReynolds
Putnam County Board of Education

Enclosures:

- General Purpose School Fund Cash Flow Analysis for year FY17 as of May 1, 2017.
Putnam County
General Purpose School Fund
Cash Balance FY17

<table>
<thead>
<tr>
<th>Date</th>
<th>Actual Cash Balance</th>
<th>Estimated Cash Balance</th>
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<tbody>
<tr>
<td>7/1/2016</td>
<td>$7,373,825.41</td>
<td>$7,485,192.53</td>
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<tr>
<td>8/1/2016</td>
<td>$6,073,149.62</td>
<td>$6,264,967.83</td>
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<tr>
<td>9/1/2016</td>
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<td>10/1/2016</td>
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<td>$3,794,330.63</td>
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<td>11/1/2016</td>
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<tr>
<td>1/1/2017</td>
<td>$9,234,967.43</td>
<td>$9,356,872.15</td>
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ANNOUNCEMENTS AND STATEMENTS

EMPLOYEES OF THE MONTH: None

CITIZENS OF THE MONTH: UHS SPECIAL OLYMPICS BASKETBALL TEAM:
  AARON GRANT
  SCOTT TEEPLES
  KENTON BRATCHER
  TYLER LONG
  NATASHA REAL
  MATTI KELLEY
  TERRENCE PHILLIPS
  ADAM HARRIS
  DANIEL HARRIS
  CHELSEY GAMMILL

COACHES: LEANN WALKER, TEACHER
  JULIE STYER, TEACHER
  MICHAEL GRANT, PARENT

(SEE ATTACHED)
We have been calling parents but many of them have gone out of town and will not be back until Tuesday morning to celebrate Easter with their families. Could we defer this to the May meeting so the athletes can attend, as you had mention in our conversation?

The members of our team are:

Aaron Grant
Scott Teeples
Kenton Bratcher
Tyler Long
Natasha Real
Matti Kelley
Terrence Phillips
Adam Harris
Daniel Harris
Chelsey Gammill

Coaches are:
Leann Walker, teacher
Julie Styer, teacher
Michael Grant, parent

Again I would like to thank you and the others on the council for recognizing the hard work of these athletes. It means a lot of us all.

Leann Walker
UHS Special Education
931.858.3112
MOTION RE: ADJOURN

Commissioner Mike Medley moved and Commissioner Benton Young seconded the motion to adjourn. The motion passed.
PLANNING COMMITTEE MEETING

TO:        Putnam County Board of Commissioners
FROM:      Randy Porter, County Executive
DATE:      May 3, 2017
RE:        Planning Committee Agenda

Listed below are items to be considered by the County's Planning Committee on Monday, May 8, 2017 IMMEDIATELY AFTER FISCAL REVIEW COMMITTEE MEETING.

1. Consider vehicle transfer request from EMS Director Tommy Copeland.
2. Any business that needs to be considered by the Planning Committee.
PLANNING COMMITTEE
MINUTES
May 8, 2017
Prepared by Deborah Francis

Scott Stevens  Present  Danny Holmes  Present
Tom Short  Present  Tony Honeycutt  Present
Reggie Shanks  Present  Donny Buttram  Present
Larry Bennett  Present  Benton Young  Absent
Bobby Williams  Absent  Jordan Iwanyszyn  Present
Mike Atwood  Present  Larry Redwine  Present

Item #1  Vehicle Transfer from EMS to School Transportation

Motion:  Recommends approval to transfer the following chassis from Putnam County EMS to Putnam County School Transportation:
         2009 Ford F450  VIN#1FDAR46R7EA31984

Made By:  Iwanyszyn  VOICE VOTE  APPROVED
Seconded:  Buttram

Item #2  Any other business

NONE

ADJOURNED
FISCAL REVIEW COMMITTEE

TO: Putnam County Board of Commissioners

FROM: Randy Porter, County Executive

DATE: May 3, 2017

RE: Fiscal Review Committee Agenda

Listed below are items to be considered by the County's Fiscal Review Committee on May 8, 2017 at 5:30 PM in the County Commission Chambers at the Courthouse.

1. Consider budget amendment to the County General Fund.

2. Consider budget amendment to the General Purpose School and the Cafeteria Fund.

3. Consider budget amendment to the Road Department Fund.

4. Consider budget amendment to the Parks & Recreation Fund.

5. Consider approval of a Resolution authorizing the County Executive's Office to apply for a Litter and Trash Collection Grant from the Tennessee Department of Transportation.

6. Consider request from the Family Justice Center to apply for a VOCA Grant.

7. Any questions about the quarterly reports.

8. Any other business that needs to be reviewed by the Fiscal Review Committee.
FISCAL REVIEW COMMITTEE
MINUTES
May 8, 2017
Prepared by Deborah Francis

ROLL CALL

Jim Martin Present
Jerry Ford Absent
Scott Ebersole Present
Cindy Adams Present
Mike Medley Present
Jerry Roberson Absent
Vacant
Kim Bradford Present
Marsha Bowman Present
Cathy Reel Present
Ben Rodgers Present
Chris Savage Present

Item #1  Budget amendments to the County General Fund

Motion: Recommends approval of budget amendments to the County General Fund.

Made By: Bradford
Seconded: Bowman
VOICE VOTE APPROVED

Item #2  Budget amendments to the General Purpose School Fund

Motion: Recommends approval of budget amendments to the General Purpose School Fund and School Cafeteria Fund.

Made By: Martin
Seconded: Bradford
VOICE VOTE APPROVED

Item #3  Budget amendments to the Road Department Fund

Motion: Recommends approval of budget amendments to the Road Department Fund.

Made By: Bowman
Seconded: Bradford
VOICE VOTE APPROVED

Item #4  Budget Amendments to the Parks & Recreation Fund

Motion: Recommends approval of budget amendments to the Parks & Recreation Fund.

Made By: Adams
Seconded: Ebersole
VOICE VOTE APPROVED
Item #5   Litter Grant Resolution

Motion:  Recommends approval of a Resolution authorizing the County Executive's Office to apply for a Litter and Trash Collection Grant from the Tennessee Department of Transportation.

Made By:  Ebersole
Seconded:  Bradford

VOICE VOTE APPROVED

Item #6   Family Justice Center’s application for a VOCA Grant

Motion:  Recommends approval for the Family Justice Center to apply for a VOCA Grant.

Made By:  Medley
Seconded:  Reel

VOICE VOTE APPROVED

Item #7   Quarterly Reports
No Questions

Item #8   Any other business

NONE

ADJOURNED