

**MINUTES**  
**OF**  
**PUTNAM COUNTY COMMISSION**  
**SEPTEMBER 16, 2019**

**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 September 16, 2019 there was a regular meeting of the Putnam County Board of Commissioners.

There were present and presiding, the Chairman, Ben Rodgers and the County Clerk, Wayne Nabors.

Putnam County Sheriff's Department Major Jim Eldridge called the meeting to order.

The Chairman, Ben Rodgers recognized the 3<sup>rd</sup> grade class of Highland Rim Academy for the Invocation.

The Chairman, Ben Rodgers recognized Commissioner Jonathan A D Williams 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:**

Jonathan Williams  
Sam Sandlin  
Jim Martin  
Jerry Ford  
Jordan Iwanyszyn  
Theresa Tayes  
Jerry Roberson  
Cindy Adams  
Terry Randolph  
Chris Cassetty  
Adam Johnson

A J Donadio  
Grover N Bennett Jr.  
Danny Holmes  
Ben Rodgers  
Jimmy Neal  
Dale Moss  
Kim Bradford  
Joe Iwanyszyn  
Darren Wilson  
Kathy Dunn  
Cathy Reel  
Mike Atwood

**ABSENT:**

Kevin Christopher

The Clerk announced that twenty-three (23) were present and one (1) absent. Therefore, the Chairman declared a quorum.

**MOTION RE: APPROVE THE AGENDA**

**MOTION RE: AMEND TO MOVE UNDER OTHER NEW BUSINESS ON THE  
AGENDA MOVE ITEM E-5 TO B-1 AND APPROVE THE AGENDA AS AMENDED**

Commissioner Jordan Iwanyszyn moved and Commissioner Theresa Tayes seconded the motion to amend the Agenda to move Item 5-E to B-1 and approve the Agenda as amended.

(SEE ATTECHED)

# AGENDA PUTNAM COUNTY BOARD OF COMMISSIONERS

MONTHLY AWARDS WILL BE PRESENTED AT 5:45 pm

Regular Monthly Session  
Monday, September 16, 2019

Presiding: Honorable Ben Rodgers  
Commission Chairman

1. Call to Order - Sheriff Eddie Farris
2. Invocation *District 1*
3. Pledge to the Flag of the United States of America *District 1*
4. Roll Call - County Clerk Wayne Nabors
5. Approval of the Agenda
6. Approval of the Minutes of Previous Meeting
7. Election of Chairman of the County Commission. The Nominating Committee recommends the consideration of Ben Rodgers.
8. Election of Chairman Protempore of the County Commission. The Nominating Committee recommends the consideration of Jim Martin.
9. Election of Parliamentarian of the County Commission. The Nominating Committee recommends the consideration of Mike Atwood.
10. 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
    1. Hear from County Mayor Randy Porter on potential Fairground Properties.

## **11. Quarterly Reports and Action Thereon by the Board**

- A. Road Fund - Randy Jones, Road Supervisor
- B. School Funds - Jerry Boyd, Director of Schools
- C. County General Fund, Debt Service Fund, and Solid Waste Sanitation Fund, Parks and Recreation Fund and the Self Insurance Fund - Randy Porter, County Mayor.

## **12. New Business and Action Thereon by the Board**

### **A. Report of Standing Committees**

#### **1. Planning Committee**

- a. Recommends approval for transferring an ambulance chassis from the Putnam County EMS to Putnam County Parks & Recreation.
- b. Recommends approval of a Resolution to Establish Putnam County, Tennessee as a Drug Free Workplace.
- c. Recommends approval to set speed limits for the following roads:
  - Rock Island Road 35 mph
  - Muddy Pond Road 45 mph
- d. Recommends approval to correct action from May 2019 by setting a portion of Pleasant Ridge Road to 35 mph.

#### **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 to refund 2017 property taxes as per the Assessor of Property and the Trustee.

#### **3. Nominating Committee**

- a. Recommends the following to serve on the Joint Economic and Development Board for 4 year terms to expire September 2023:
  - Mike Atwood - Regional Planning
  - Clarence Smith - Greenbelt

### **B. Report of Special Committees**

### **C. Resolutions**

### **D. Election of Notaries**

## **E. Other New Business**

1. Recognize Cash Flow Analysis for the General Purpose School Fund.
2. Acknowledgement of the Fiscal Strength and Efficient Government Fiscal Confirmation Letter for the Three Star Program Requirements.  
*Requires no action, but needs to be incorporated into the minutes*
3. Ratification of County Mayor Randy Porter's appointments to the Ethics Committee as follows:

Kevin Christopher	1 year term to expire September 2020
Kim Bradford	1 year term to expire September 2020
4. Ratification of County Mayor Randy Porter's appointments to the Regional Planning  
*List will be brought to meeting*
5. Recognize retiring Regional Planning Commission members Kay Detwiler and Richard Wright.

## **13. Announcements and Statements**

## **14. Adjourn**

The Chairman asked for discussion on the motion to approve the Agenda as amended for the September 16, 2019 Meeting of the Putnam County Board of Commissioners. There was none.

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

**MOTION RE: APPROVE MINUTES OF THE PREVIOUS MEETING**

Commissioner Kim Bradford moved and Commissioner Cathy Reel seconded the motion to approve the Minutes of the August 19, 2019 Meeting.

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 August 19, 2019 Meeting. The motion carried.

**MOTION RE: ELECTION OF CHAIRMAN OF THE COUNTY COMMISSION. THE NOMINATING COMMITTEE RECOMMENDS THE CONSIDERATION OF BEN RODGERS**

Commissioner Terry Randolph moved and Commissioner Kim Bradford seconded the motion to approve the Nominating Committees consideration of Ben Rodgers to serve as the Chairman of the County Commission.

The Chairman asked for additional nominations to serve as Chairman.

**MOTION RE: NOMINATIONS CEASE AND ELECT BEN RODGERS BY ACCLAMATION**

Commissioner Jimmy Neal moved and Commissioner Jordan Iwanyszyn seconded the motion for nominations to cease and elect Ben Rodgers by acclamation.

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

The Chairman asked for a voice vote on the motion to elect Ben Rodgers by acclamation. The motion carried.

**MOTION RE: ELECTION OF CHAIRMAN PROTEMPORE OF THE COUNTY COMMISSION. THE NOMINATING COMMITTEE RECOMMENDS THE CONSIDERATION OF JIM MARTIN**

Commissioner Terry Randolph moved and Commissioner A J Donadio seconded the motion of the Nominating Committees recommendation of Jim Martin as Chairman Protempore.

The Chairman asked for other nominations to serve as Chairman Protempore. There was none.

The Chairman asked for a voice vote on the motion to approve Jim Martin as Chairman Protempore. The motion carried.

**MOTION RE: ELECTION OF PARLIAMENTARIAN OF THE COUNTY COMMISSION. THE NOMINATING COMMITTEE RECOMMENDS THE CONSIDERATION OF MIKE ATWOOD**

Commissioner Terry Randolph moved and Commissioner Kim Bradford seconded the motion to accept the Nominating Committees recommendation of Mike Atwood as Parliamentarian of the County Commission.

The Chairman asked for other nominations. There was none.

The Chairman asked for a voice vote on the motion to elect Mike Atwood as Parliamentarian. The motion carried.

**UNFINISHED BUSINESS AND ACTION THEREON 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

**RECOGNIZE RETIRING REGIONAL PLANNING COMMISSION MEMBERS KAY DETWILER AND RICHARD WRIGHT**

Kay Detwiler and Richard Wright speaks to the Commission.

**OTHER UNFINISHED BUSINESS:**

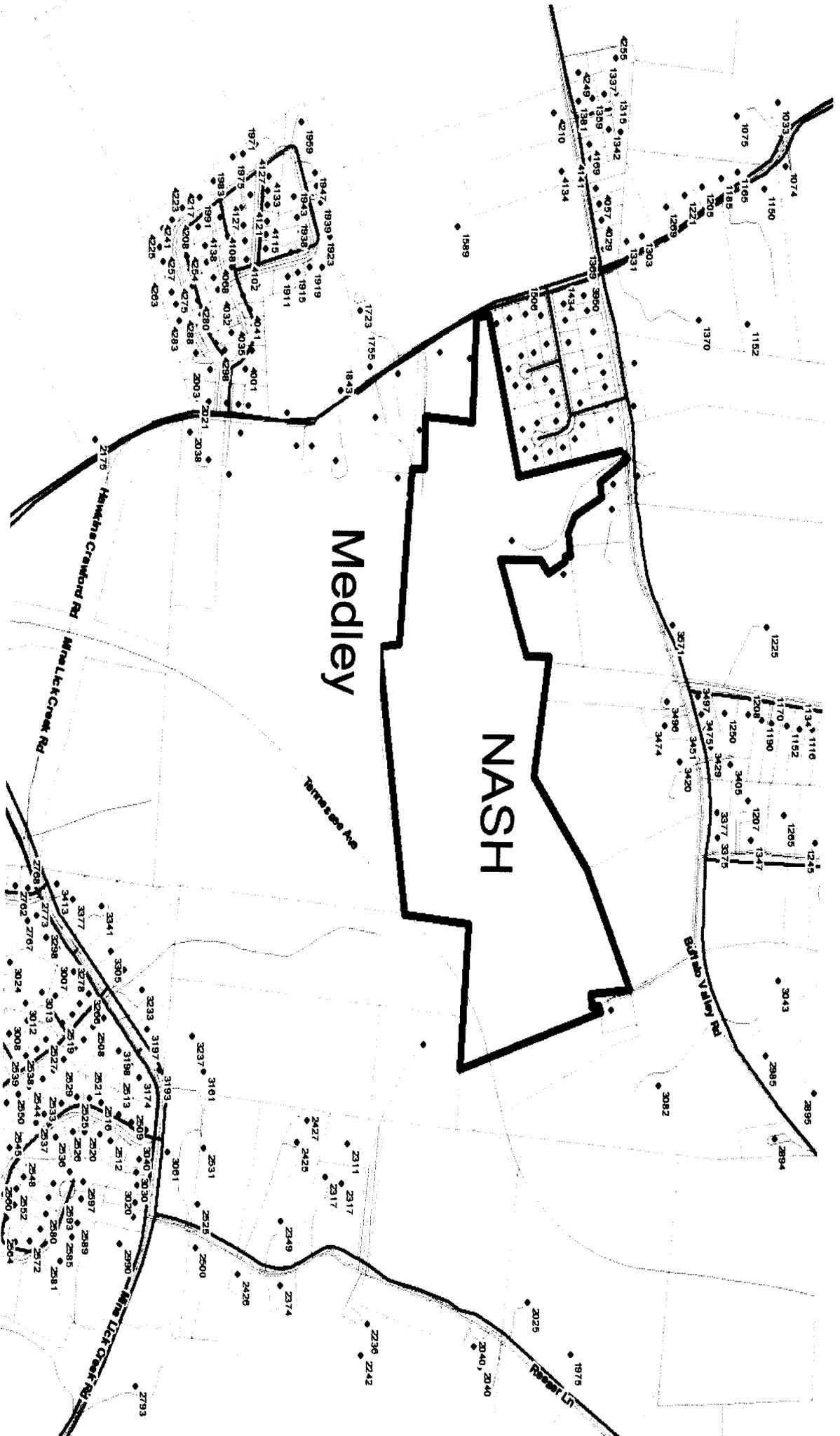
**HEAR FROM COUNTY MAYOR RANDY PORTER ON POTENTIAL FAIRGROUND PROPERTIES**

(SEE ATTACHED)

# Event Center Property

# County Commission Request

- ▶ Previous Commission ask me to look for land for new Fairgrounds-Event Center
- ▶ Originally looked at Old Race Track Property at Baxter Exit
- ▶ Commission rejected that land – New Portobello Factory going there
- ▶ Looked at multiple parcels over the past 2 years
- ▶ Difficult to find large tracts of 100 acres or more that have infrastructure, water, sewer, accessibility and doesn't have environmental problems
- ▶ I have found two for your consideration



Medley

NASH

Hawkins Crawford Rd

Wm Lick Creek Rd

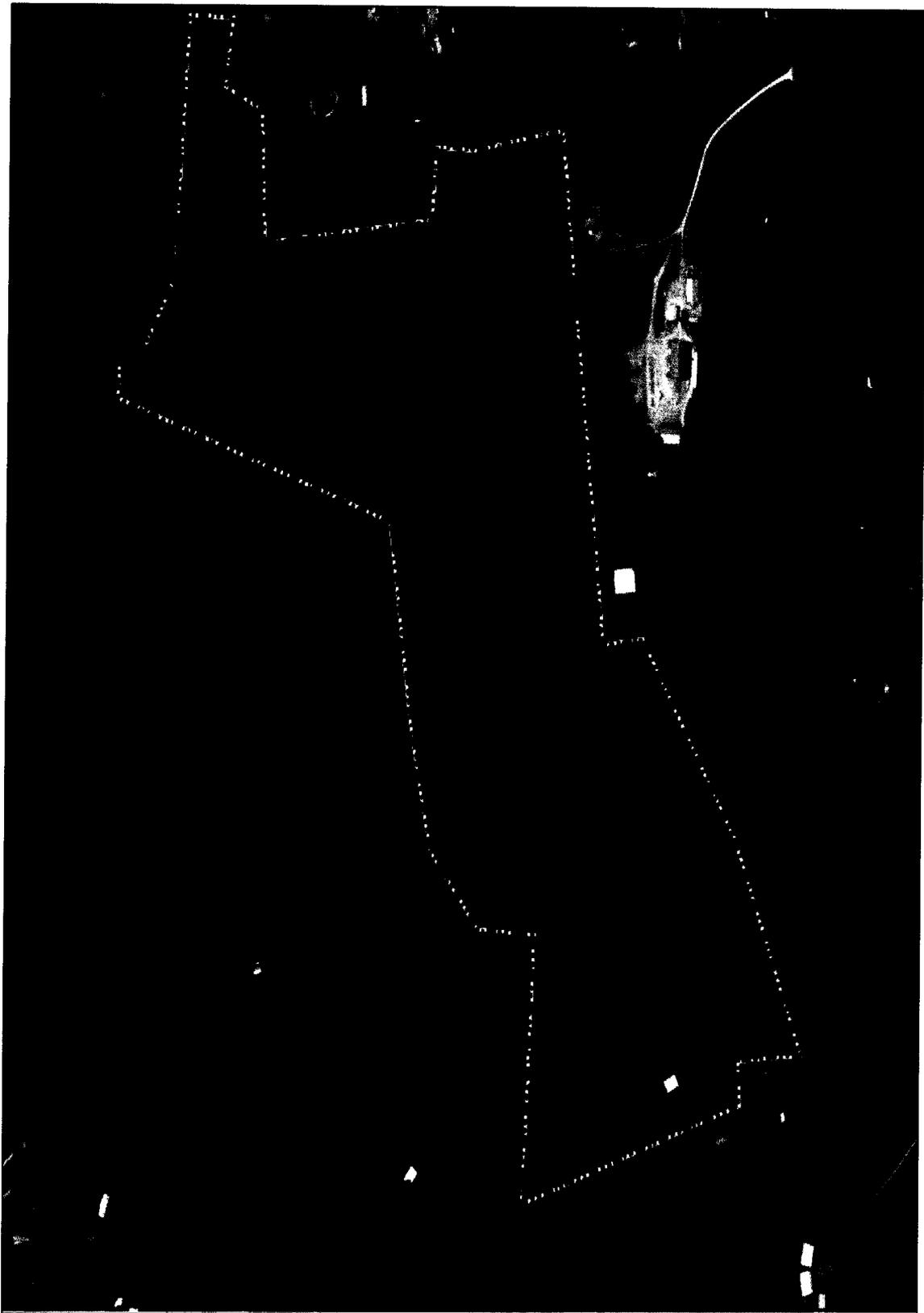
Tennessee Ave

Bullard Valley Rd

Robert Ln



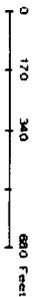




**Putnam County  
Fairgrounds**

Hydrologic Features

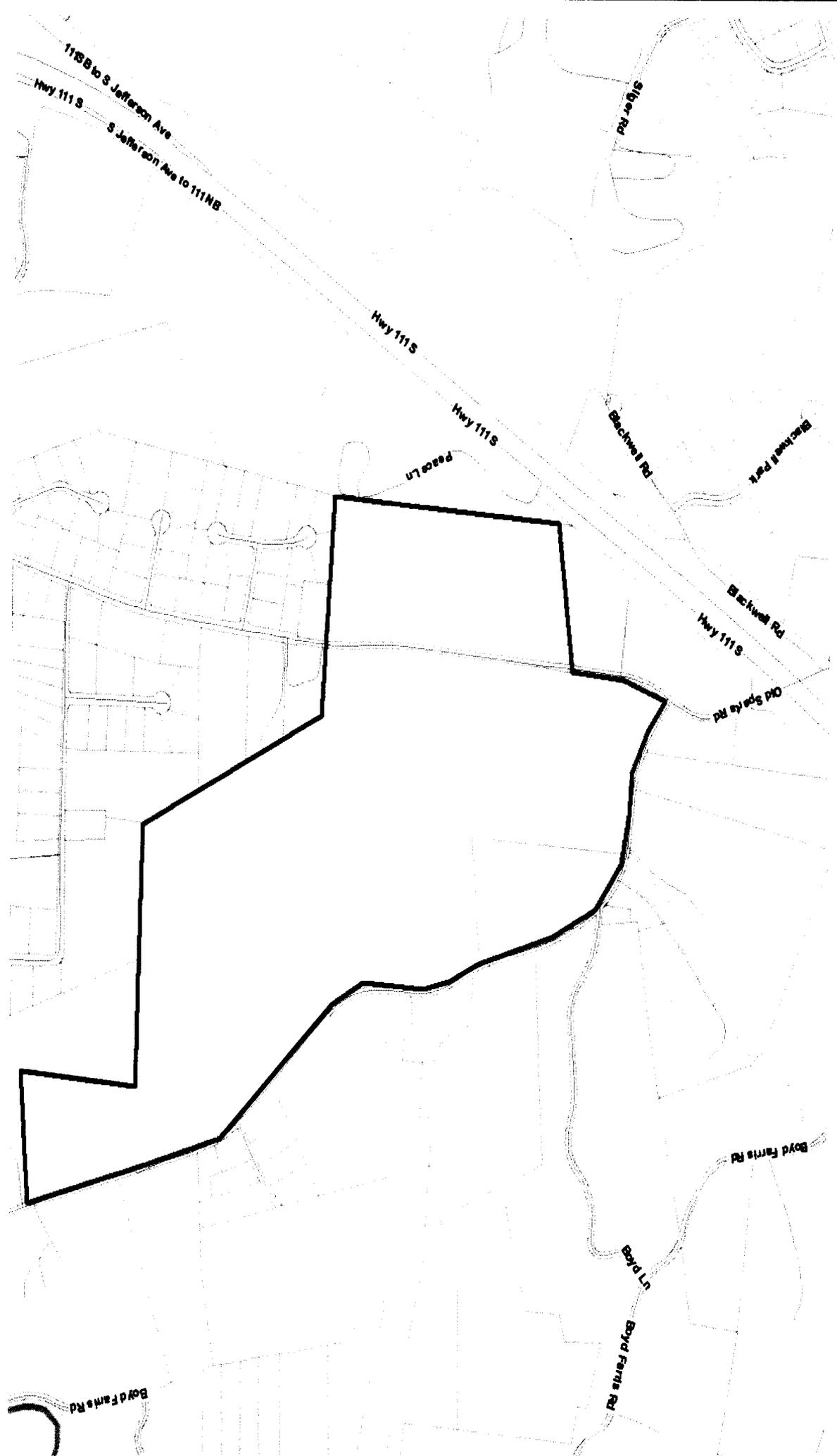
-  Subject Property
-  Stream
-  WW/C/Ephemeral Stream
-  Wetland
-  Pond



**MRW**

# Medley-Nash Property

- 110-125 acres
- Tennessee Ave with another access off Hawkins Crawford Rd
- Tennessee Ave is controlled access only
- Currently does not have sewer, but working with City to get sewer out there.
- \$27,000 per acre



111SB to S Jefferson Ave

Hwy 111 S S Jefferson Ave to 111NB

Hwy 111 S

Hwy 111 S

Pears Ln

Backwell Rd

Backwell Pkwy

Backwell Rd

Hwy 111 S

Old Spade Rd

Boyd Farris Rd

Boyd Ln

Boyd Farris Rd

Boyd Farris Rd



# Trinity Church Property

- ▶ 109 Acres
- ▶ Old Sparta Road off Hwy 111
- ▶ Already has sewer and water
- ▶ \$34,800 per acre

# Moving Forward

- Don't think of this as just a "Fairgrounds" unless that's all you want.
- Fair only meets 10 days out of the year.
- If you only want a fairgrounds, we can build it for much less money
- Event Center would be year round, look at Wilson County's
- Commission needs to decide what it wants to do
- Doing nothing is not an option in my opinion, as the current fairgrounds continues to deteriorate

# Make a Decision

- ▶ Will make available tours of each property in the future as weather permits
- ▶ I have options on each property until the end of November
- ▶ Will need to make a decision at the October 21<sup>st</sup> meeting or at the very latest November 18<sup>th</sup> meeting





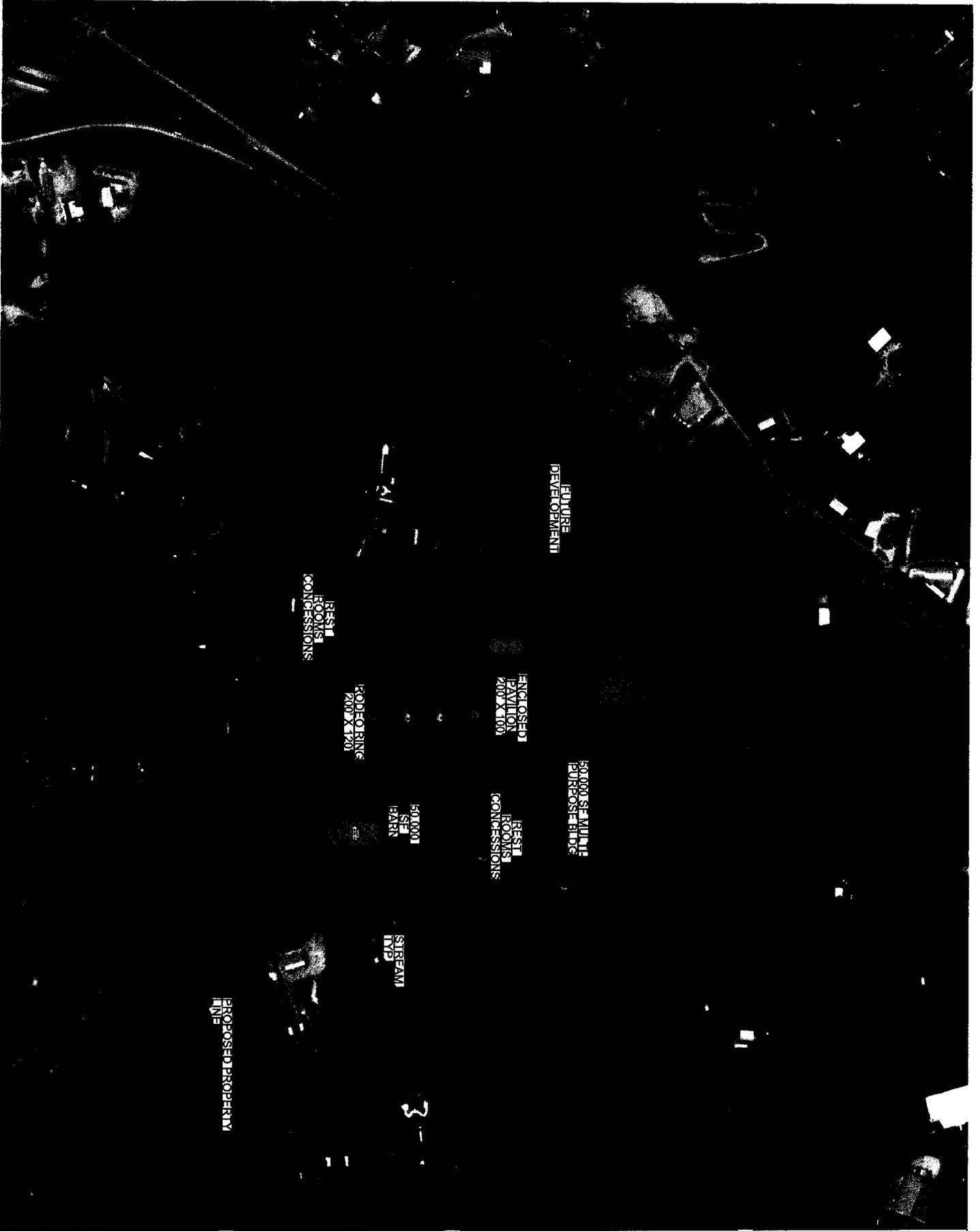
DATE	4-23-17
BY	CI.I
PROJECT	NEW PROPERTY DEVELOPMENT PLAN

NO.	DATE	DESCRIPTION	BY

A NEW FACILITY FOR  
**PUTNAM COUNTY FAIRGROUNDS**  
 PREPARED BY  
**PUTNAM COUNTY FAIR BOARD**  
 COOKEVILLE, TENNESSEE

**Utland Design Group**  
 11401 TOWNSEND DRIVE  
 COOKEVILLE, TENNESSEE 38506  
 (615) 397-1111  
 www.utlanddesign.com

**CES**  
 REGISTERED PROFESSIONAL ENGINEER  
 CIVIL ENGINEER  
 LICENSE NO. 34872



NO.	423-1
DATE	4-23-17
PROJECT TITLE	PUTNAM COUNTY FAIRGROUNDS
DATE	4-23-17
NO.	423-1
DATE	4-23-17

NO.	423-1
DATE	4-23-17
PROJECT TITLE	PUTNAM COUNTY FAIRGROUNDS
DATE	4-23-17
NO.	423-1
DATE	4-23-17

A NEW FACILITY FOR  
**PUTNAM COUNTY FAIRGROUNDS**  
 OWNER: PUTNAM COUNTY FAIR BOARD  
 LOCATION: Cookeville, Tennessee

**Utland Design Group**

1100 BENTLEY BLVD  
 SUITE 100  
 COOKEVILLE, TN 38506  
 615.683.1111

**CES**

CONSTRUCTION EDUCATION SOCIETY

The Chairman asked for discussion on the report from County Mayor Randy Porter on Potential Fairground Properties. The Commissioners discussed the Potential Fairground Properties.

**QUARTERLY REPORTS AND ACTION THEREON BY THE BOARD**

**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 AND RECREATION FUND – RANDY PORTER, COUNTY MAYOR**

Commissioner Jordan Iwanyszyn moved and Commissioner Theresa Tayes seconded the motion to approve the Quarterly Reports for the Road Fund, School Funds, County General Fund, Debt Service Fund, Solid Waste Sanitation Fund, Self Insurance Fund, and Parks and Recreation Fund.

(SEE ATTACHED)

**COUNTY GENERAL BUDGET 2018-2019**  
**Statement of Revenues and Expenditures**  
**Period ending June 30, 2019**

	<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>REC'D THRU 6-30-2019</u>
<b>REVENUES:</b>			
40000 Local Taxes	17,090,985.00	17,090,985.00	17,296,469.96
41000 Licenses and Permits	502,000.00	517,000.00	585,917.20
42000 Fines, Forfeitures and Penalties	500,300.00	500,300.00	531,555.96
43000 Charges for Current Service	4,854,000.00	4,854,000.00	4,611,536.71
44000 Other Local Revenue	1,747,000.00	2,164,609.00	2,037,699.15
45000 Fees Received from County Officials	4,185,000.00	4,185,000.00	4,370,432.40
46000 State of Tennessee	5,788,736.00	5,850,514.00	5,453,424.31
47000 Federal Government	405,379.00	492,739.00	321,224.42
48000 Other Governments and Citizens Groups	522,500.00	522,500.00	801,158.40
49000 Other Sources	<u>0</u>	<u>0</u>	<u>0</u>
<b>TOTAL REVENUES</b>	<b>35,595,900.00</b>	<b>36,177,647.00</b>	<b>36,009,418.51</b>
<b>Fund Balance June 2018</b>	<b>16,039,144</b>		
<b>EXPENDITURES:</b>			
	<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>THROUGH 6-30-2019</u>
51000 General Administration	4,433,014.00	5,634,122.00	5,490,430.46
52000 Finance	1,750,668.00	2,344,143.00	2,248,062.20
53000 Administration of Justice	2,778,143.00	3,752,870.00	3,531,756.86
54000 Public Safety	12,224,966.00	16,993,558.00	16,231,222.95
55000 Public Health & Welfare	6,335,110.00	8,059,015.00	7,575,428.84
56000 Social, Cultural & Recreational Services	606,238.00	606,238.00	604,884.02
57000 Agriculture & Natural Resources	310,350.00	361,957.00	346,975.40
58000 Other Operations	9,227,129.00	1,826,852.00	1,359,970.62
91000 Transfers Out (Drug Control Fund)	<u>50,000.00</u>	<u>65,243.00</u>	<u>65,243.00</u>
<b>TOTAL EXPENDITURES</b>	<b>37,715,618.00</b>	<b>39,643,998.00</b>	<b>37,453,974.35</b>

**SOLID WASTE/SANITATION BUDGET - 2018-2019**  
**Statement of Revenues and Expenditures**  
**Period Ending June 30, 2019**

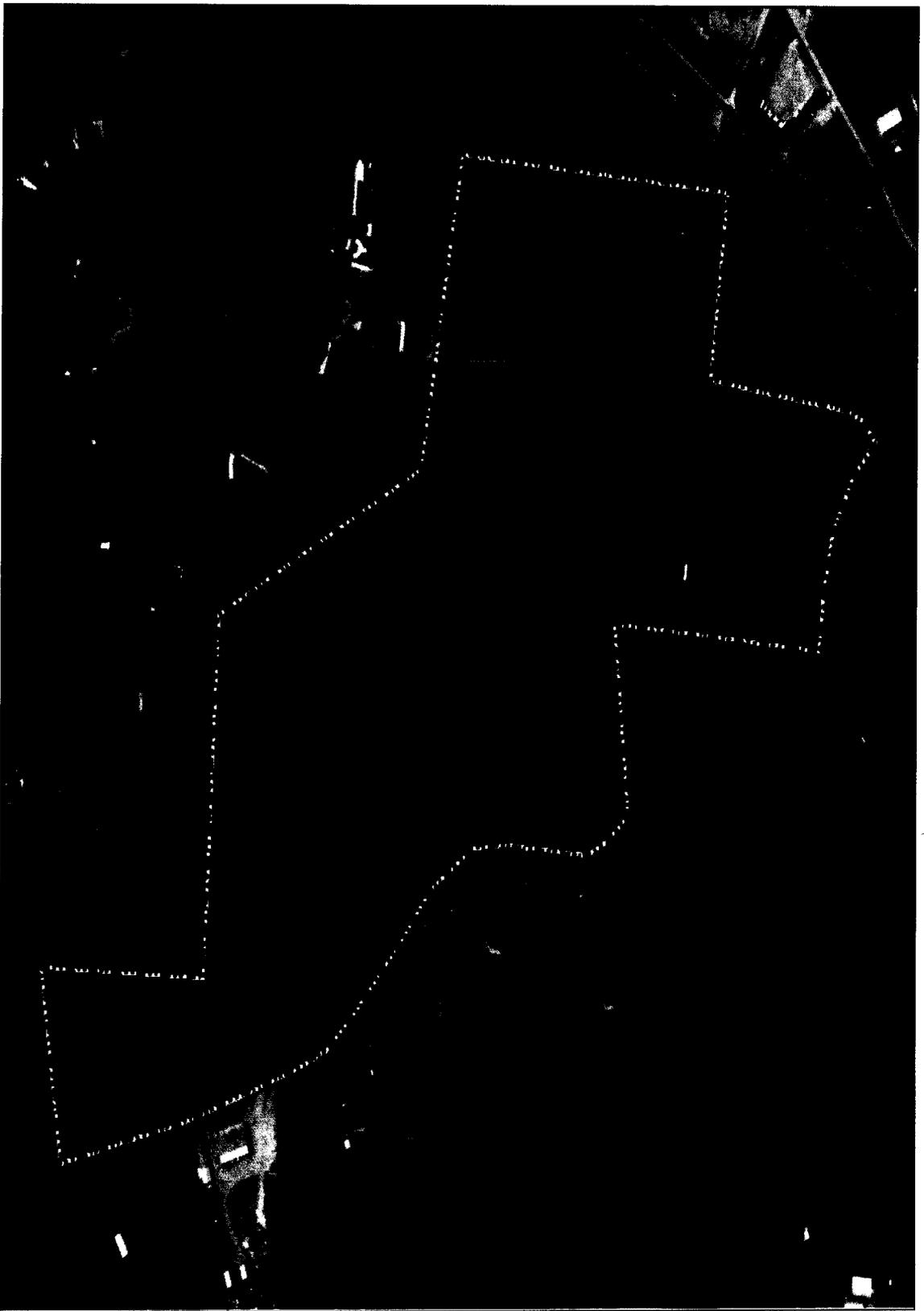
<b>REVENUES:</b>	<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>REC'D THRU 6-30-2019</u>
40000 Local Taxes	3,096,340.00	3,096,340.00	3,089,583.55
43000 Charges for Current Service	1,065,000.00	1,065,000.00	1,561,429.92
44000 Other Local Revenues	200,000.00	200,000.00	148,030.81
46000 State of Tennessee	833,066.00	833,066.00	269,473.54
47000 Federal Government	0	<u>0</u>	<u>0</u>
<b>TOTAL REVENUES</b>	<b>5,194,406.00</b>	<b>5,194,406.00</b>	<b>5,068,517.82</b>
<b>Fund Balance June 2018</b>	<b>1,446,892</b>		
<b>EXPENDITURES:</b>	<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>PAID &amp; ENCUMBERED THROUGH 6-30-2019</u>
55000 Public Health and Welfare	5,806,660.00	6,006,660.00	5,651,529.37
<b>TOTAL EXPENDITURES</b>	<b>5,806,660.00</b>	<b>6,006,660.00</b>	<b>5,651,529.37</b>

**Parks and Recreation 2018-2019**  
**Statement of Revenues and Expenditures**  
**Period Ending June 30, 2019**

<b>REVENUES:</b>	<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>REC'D THRU 6-30-2019</u>
40000 Local Taxes	975,520.00	975,520.00	1,017,952.84
43000 Charges for Current Service	50,000.00	50,000.00	72,081.49
44000 Other Local Revenues	55,000.00	55,000.00	66,970.44
<b>TOTAL REVENUES</b>	<b>1,080,520.00</b>	<b>1,080,520.00</b>	<b>1,157,004.77</b>
<b>Fund Balance June 2018</b>	<b>385,422</b>		
<b>EXPENDITURES:</b>	<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>PAID &amp; ENCUMBERED THROUGH 6-30-2019</u>
56000 Social Cultural & Recreation	1,236,624.00	1,236,624.00	1,107,645.18
<b>TOTAL EXPENDITURES</b>	<b>1,236,624.00</b>	<b>1,236,624.00</b>	<b>1,107,645.18</b>

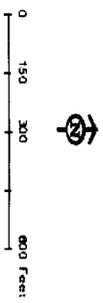
**DEBT SERVICE BUDGET - 2018-2019**  
**Statement of Revenues and Expenditures**  
**Period Ending June 30, 2019**

<b>REVENUES:</b>	<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>REC'D THRU 6-30-2019</u>
40000 Local Taxes	17,418,865.00	17,418,865.00	19,602,277.00
<b>TOTAL REVENUES</b>	<b>17,418,865.00</b>	<b>17,418,865.00</b>	<b>19,602,277.00</b>
Fund Balance June 2018			12,255,312
<b>EXPENDITURES:</b>	<u>ORIGINAL BUDGET</u>	<u>AMENDED BUDGET</u>	<u>PAID &amp; ENCUMBERED THROUGH 6-30-2019</u>
82000 Education Debt	10,749,463.00	10,749,463.00	10,706,216.76
90000 Public Safety Projects	1,853,127.00	1,853,127.00	1,852,411.39
99100 Transfers Out	<u>4,550,000.00</u>	<u>4,565,000.00</u>	<u>4,565,000.00</u>
<b>TOTAL EXPENDITURES</b>	<b>17,152,590.00</b>	<b>17,167,590.00</b>	<b>17,123,628.15</b>



**Putnam County  
Trinity Property  
Hydrologic Features Map**

-  Subject Property
-  Stream
-  Upland Drainage Feature
-  Wetland/Ephemeral Stream
-  Pond
-  Wetland
-  Sink



**MRRW**

PUTNAM COUNTY SELF INSURANCE FUND  
 FUND BALANCE SUMMARY FOR 2018 - 2019  
 As of June 30, 2019

Fund Balance as of March 31, 2019		572,872.85
PLUS: Departmental Deposits	4,050.59	
Interest	5,362.54	
	9,413.13	
LESS: Liability Claims	26,783.39	
Work Comp Claims	91,947.51	
Medical Records	251.96	
Claim Adjuster Fees	0.00	
Legal Fees	89,786.81	
Court Reporter & Court Costs	0.00	
Insurance	10,680.00	
Miscellaneous	0.00	
WC Fees to PMA Insurance Group	4,248.00	
Management fee	0.00	
Liability Reserve Increase	0.00	
(Decrease) this period	-80,782.00	
Work Comp Reserve Increase	0.00	
(Decrease) this period	-19,993.00	
	122,922.67	
<b>Ending Fund Balance as of June 30, 2019</b>		<b>459,363.31</b>

CASH SUMMARY

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Checking balance (9715) as of 06/30/2019	51,505.64
Checking balance (4324) as of 06/30/2019	665,010.20
Certificate of Deposit as of 06/30/2019	841,099.38
Outstanding items:	
CK 2086	-1.00

Ending Cash Balance as of June 30, 2019	<b>1,557,614.22</b>
Less: Open Liability Claim Reserves as of 06/30/2019	-191,392.00
Open Work Comp Claim Reserves as of 06/30/2019	-907,320.00
Plus: Check order fee correction	461.09
<b>Ending Fund Balance as of June 30, 2019</b>	<b>459,363.31</b>

Number of Open Liability Claims as of June 30, 2019	10
Number of Open Work Comp Claims as of June 30, 2019	49

This report was prepared by McGriff Insurance Services on 07/11/2019

PUTNAM COUNTY HIGHWAY DEPARTMENT  
 QUARTERLY REPORT  
 APRIL, MAY AND JUNE, 2019

131 - ROAD FUND  
 REVENUE

CODE NUMBER AND DESCRIPTION	ESTIMATED	AMENDMENT	1st. QTR.	2nd. QTR.	3rd. QTR.	4th. QTR.	TOTALS	UN-REALIZED
40000.110 - 43000.320 LOCAL TAX	2,065,580	-	14,097	869,396	1,024,449	93,584	2,001,526	64,054
44000.130 - 44000.560 OTHER LOCAL	2,000	-	627	981	315	1,686	3,609	(1,609)
46000.410 - 46000.930 STATE TAX	3,811,770	-	470,417	1,010,933	676,863	891,238	3,049,451	762,319
49800. OTHER SOURCES TRANSFER IN	-	-	-	-	-	15,000	15,000	(15,000)
TOTAL ESTIMATED REVENUE	5,879,350	-	485,141	1,881,310	1,701,627	1,001,508	5,069,586	809,764
FUND BALANCE JUNE 30, 2019	832,983							

EXPENDITURES

CODE NUMBER AND DESCRIPTION	ESTIMATED	AMENDMENT	1st. QTR.	2nd. QTR.	3rd. QTR.	4th. QTR.	TOTALS	UN-ENCUMB
61000 - ADMINISTRATION	370,188	300	99,618	83,390	82,721	75,772	341,501	28,987
62000 - ROAD CONST. & MAINT.	3,448,500	(186,700)	547,765	558,910	489,539	642,781	2,238,995	1,022,805
63100 - OPERATION OF EQUIPMENT	413,500	42,000	82,533	101,020	103,395	105,965	392,913	62,587
65000 - OTHER CHARGES	246,850	2,200	156,073	31,971	35,058	9,260	232,362	16,688
68000 - CAPITAL OUTLAY	1,398,216	515,000	36,516	316,860	506,414	127,228	987,018	926,198
TOTAL EXPENDITURES	5,877,254	372,800	922,505	1,092,151	1,217,127	961,006	4,192,789	2,057,265

SUBMITTED BY:   
 RANDY JONES, ROAD SUPERVISOR

# *Department of Education*

## *Putnam County*

Mr. Jerry Boyd, Director of Schools

Board of Education  
Dawn Fry, Chair  
Celeste Gammon, Vice-Chair

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

Board Members  
Kim Cravens  
Jerry Maynard  
David McCormick  
Lynn McHenry

September 3, 2019

Honorable Commissioners  
Putnam County Courthouse  
Cookeville, TN 38501

Honorable Commissioners:

Please consider approval of the following Quarterly Reports for the quarter ended  
June 30, 2019:

- 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

PUTNAM COUNTY BOARD OF EDUCATION  
 FUND 141 - GENERAL PURPOSE SCHOOL FUND  
 QUARTERLY REPORT FOR THE QUARTER ENDING JUNE 2019

	2018-2019		Actual		Actual		Actual		Actual		Total Year to Date
	Budget	Actual	Jul-Sept 2018	Oct-Dec 2018	Jan-Mar 2019	Apr-Jun 2019	Year to Date				
<b>Revenues:</b>											
40000 Local Revenue	32,735,830	2,961,795	11,124,025	12,546,575	6,121,181	32,753,576					
41000 Licenses and Permits	5,000	1,482	1,596	950	1,644	5,672					
43000 Charges for Current Services	405,037	24,964	64,673	58,487	122,219	270,344					
44000 Other Local Revenue	22,700	7,517	35,837	7,052	(23,179)	27,228					
46000 State of Tennessee	56,731,368	10,463,989	16,172,077	17,034,711	12,399,675	56,070,452					
47000 Federal Thru State	640,522	46,900	382,691	147,863	291,934	869,387					
48000 Donations/Other	79,000	12,523	8,378	66,143	19,923	106,967					
49000 Other Sources	705,919	130,024	170,963	253,515	319,510	874,012					
	<u>91,325,376</u>	<u>13,649,193</u>	<u>27,960,241</u>	<u>30,115,296</u>	<u>19,252,908</u>	<u>90,977,638</u>					
<b>Encumbrances / Expenditures:</b>											
71100 Regular Education	44,859,452	8,602,911	11,227,052	10,924,717	13,902,258	44,656,938					
71150 Alternative Education	629,934	108,208	155,472	156,092	201,846	621,618					
71200 Special Education	8,953,921	1,553,832	2,207,602	2,263,900	2,825,643	8,850,977					
71300 Vocational Education	1,529,944	229,229	348,809	413,325	522,632	1,513,994					
71600 Adult Education	687,466	117,755	124,772	127,665	190,948	561,139					
72110 Attendance	298,515	113,313	61,282	58,896	57,272	290,763					
72120 Health Services	1,013,876	182,226	252,175	262,553	309,749	1,006,703					
72130 Other Student Services	2,991,042	463,436	686,768	692,479	961,269	2,803,951					
72210 Regular Ed. Support	2,843,521	589,949	738,836	622,473	843,827	2,795,085					
72215 Alternative Ed. Support	141,372	30,269	35,296	33,343	36,276	135,183					
72220 Special Ed. Support	1,706,275	300,157	409,415	434,580	516,307	1,660,459					
72230 Vocational Ed. Support	87,728	21,488	22,731	21,718	21,215	87,152					
72250 Technology	1,517,426	247,574	456,940	475,886	308,307	1,488,708					
72260 Adult Ed. Support	197,239	39,069	41,735	42,990	57,907	181,701					
72310 Board of Education	1,835,253	748,791	410,593	408,037	193,538	1,760,959					
72320 Office of the Director	154,664	37,246	40,497	41,919	34,527	154,190					
72410 Office of Principal	6,500,079	1,217,054	1,623,763	1,615,985	1,994,789	6,451,591					
72510 Fiscal Services	749,580	249,408	155,138	160,282	165,871	730,699					
72520 Human Services/Personnel	252,834	63,459	58,060	57,521	57,649	236,689					
72610 Operation of Plant	6,849,139	1,602,885	1,651,510	1,667,497	1,831,716	6,753,608					
72620 Maintenance of Plant	2,476,760	557,078	533,432	525,887	667,668	2,284,065					
72710 Transportation	3,900,441	620,660	775,668	1,287,829	1,132,238	3,816,294					
73100 Food Services	502,651	136,868	120,991	121,771	116,091	495,721					
73300 Community Services	799,234	65,887	230,019	206,716	261,250	763,872					
73400 Early Childhood Education	1,955,324	382,307	460,415	466,003	600,555	1,909,280					
76100 Regular Capital Outlay	677,150	679,660	(2,510)			677,150					
99100 Operating Transfers	-	36,952	(1,384)	(9,542)	(26,026)	-					
<b>TOTAL</b>	<u>94,110,820</u>	<u>18,997,670</u>	<u>22,824,976</u>	<u>23,080,521</u>	<u>27,785,321</u>	<u>92,688,489</u>					

**PUTNAM COUNTY BOARD OF EDUCATION**  
**FUND 142 - SCHOOL FEDERAL PROJECTS FUND**  
**QUARTERLY REPORT FOR THE QUARTER ENDING JUNE 2019**

	2018-2019	Actual	Actual	Actual	Actual	Actual	Total
	Budget	Jul-Sept 2018	Oct-Dec 2018	Jan-Mar 2019	Apr-Jun 2019	Year to Date	
<b>Revenues:</b>							
46000 State of Tennessee	31,200	-	-	-	5,481	5,481	
47000 Federal Thru State	8,743,063	1,105,339	2,245,328	1,720,108	2,547,994	7,618,768.61	
49000 Other Sources	285,305	58,088	61,294	62,387	64,236	246,004	
	<u>9,059,568</u>	<u>1,163,427</u>	<u>2,306,621</u>	<u>1,782,494</u>	<u>2,617,711</u>	<u>7,870,254</u>	
<b>Encumbrances / Expenditures:</b>							
71100 Regular Instruction Program	2,498,614	325,024	616,614	547,229	685,902	2,174,769	
71200 Special Education Program	2,669,469	448,674	608,923	615,507	766,690	2,439,793	
71300 Vocational Education Program	200,956	62,364	16,485	27,592	83,119	189,561	
72130 Other Student Support	72,294	11,000	10,705	12,855	29,205	63,765	
72210 Regular Instruction Program	2,061,126	339,512	638,156	280,788	336,773	1,595,230	
72220 Special Education Program	426,381	108,364	97,530	95,064	107,354	408,312	
72230 Vocational Education Program	-	-	-	-	-	-	
72410 Office of the Principal	-	-	-	-	-	-	
72710 Transportation	25,484	1,700	4,250	4,038	10,166	20,154	
73100 Food Service	2,106	-	-	-	2,106	2,106	
73300 Community Services	272,832	14,893	59,309	55,987	54,911	185,100	
99100 Operating Transfers	830,305	58,088	61,294	144,421	513,135	776,937	
<b>TOTAL</b>	<u>9,059,568</u>	<u>1,369,618</u>	<u>2,113,266</u>	<u>1,783,482</u>	<u>2,589,362</u>	<u>7,855,727</u>	

PUTNAM COUNTY BOARD OF EDUCATION  
 FUND 143 - CENTRAL CAFETERIA FUND  
 QUARTERLY REPORT FOR THE QUARTER ENDING JUNE 2019

	2018-2019		Actual		Actual		Actual		Actual		Total Year to Date
	Budget		Jul-Sept 2018	Oct-Dec 2018	Jan-Mar 2019	Apr-Jun 2019					
<b>Revenues:</b>											
43000 Charges for Current Services	1,090,000		201,334	388,310	367,937	390,439	1,348,020				
44000 Other Local Revenue	-		2,153	1,962	6,527	4,595	15,237				
46500 State of Tennessee	50,000		-	-	49,466	-	49,466				
47100 Federal Thru State	6,138,738		666,798	946,368	1,852,833	2,145,231	5,611,229				
	<u>7,278,738</u>		<u>870,285</u>	<u>1,336,640</u>	<u>2,276,763</u>	<u>2,540,264</u>	<u>7,023,953</u>				
<b>Encumbrances / Expenditures:</b>											
73100 Food Services	6,549,738		1,540,284	1,599,039	1,511,691	1,848,683	6,499,696				
99100 Operating Transfers	729,000		130,024	171,243	228,716	180,422	710,405				
	<u>7,278,738</u>		<u>1,670,308</u>	<u>1,770,282</u>	<u>1,740,407</u>	<u>2,029,105</u>	<u>7,210,101</u>				

PUTNAM COUNTY BOARD OF EDUCATION  
 FUND 146 - EXTENDED SCHOOL PROGRAM FUND  
 QUARTERLY REPORT FOR THE QUARTER ENDING JUNE 2019

	2018-2019 Budget	Actual Jul-Sept 2018	Actual Oct-Dec 2018	Actual Jan-Mar 2019	Actual Apr-Jun 2019	Total Year to Date
Revenues:						
43000 Charges for Current Services	1 113 038	261,087	259,694	319,559	314,612	1 154 951
	<u>1 113,038</u>	<u>261,087</u>	<u>259,694</u>	<u>319,559</u>	<u>314,612</u>	<u>1,154,951</u>
Encumbrances / Expenditures:						
73300 Community Services	1 113 038	286,860	250,429	278,272	265,003	1 080 564
	<u>1 113,038</u>	<u>286,860</u>	<u>250,429</u>	<u>278,272</u>	<u>265,003</u>	<u>1,080,564</u>
TOTAL	<u>1 113 038</u>	<u>286,860</u>	<u>250,429</u>	<u>278,272</u>	<u>265,003</u>	<u>1,080,564</u>

The Chairman asked for discussion on the motion to approve the Quarterly Reports for the Road Fund, School Funds, County General Fund, Debt Service Fund, Solid Waste Sanitation Fund, Self Insurance Fund, and Parks and Recreation Fund. 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 FOR TRANSFERRING AN AMBULANCE CHASSIS FROM THE PUTNAM COUNTY EMS TO PUTNAM COUNTY PARKS & RECREATION**

Commissioner Kim Bradford moved and Commissioner Jimmy Neal seconded the motion to approve the transfer of an ambulance chassis from the Putnam County EMS to Putnam County Parks and Recreation.

(SEE ATTACHED)

# PUTNAM COUNTY EMERGENCY MEDICAL SERVICES

700 County Services Drive  
Cookeville, TN 38501  
Phone (931) 528-1555

**Tommy Copeland, CCP**  
Chief  
Tommy.copeland@putnamcountyttn.gov  
Direct (931)525-2103  
Fax (931)520-8404

**Darren Ford, CCP**  
Deputy Chief  
dford@putnamcountyttn.gov  
Direct: 931-525-2112  
Fax: 931-372-0295

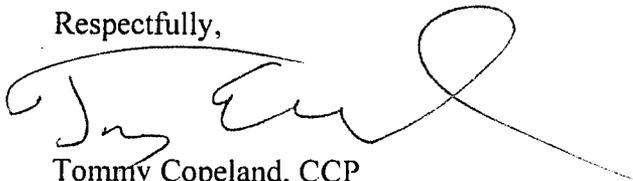
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## Chassis Donation

Putnam County EMS has the following chassis. 2012 Ford F450. Mileage 157,215. VIN number 1FDUF4GT9CED19293. John Albertson of the Putnam County Parks and Recreation has asked for this donation.

Respectfully,



Tommy Copeland, CCP  
Chief, Putnam EMS

The Chairman asked for discussion on the motion to approve the transfer of an ambulance chassis from the Putnam County EMS to Putnam County Parks and Recreation. There was none.

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

**MOTIN RE: PLANNING COMMITTEE RECOMMENDS APPROVAL OF A  
RESOLUTION TO ESTABLISH PUTNAM COUNTY, TENNESSEE AS A DRUG FREE  
WORKPLACE**

Commissioner Kim Bradford moved and Commissioner Jimmy Neal seconded the motion of a Resolution to Establish Putnam County, Tennessee as a Drug Free Workplace.

**RESOLUTION TO ESTABLISH  
PUTNAM COUNTY, TENNESSEE AS A  
DRUG FREE WORKPLACE**

WHEREAS, the Tennessee Department of Labor has established regulations to provide that an employer may become a Tennessee Drug Free Workplace; and

WHEREAS, the requirements for becoming a Tennessee Drug Free Workplace have become simplified; and

WHEREAS, the county legislative body has determined it would be in the best interest of the county to become a Tennessee Drug Free Workplace.

NOW, THEREFORE, BE IT RESOLVED, by the county legislative body of Putnam County, Tennessee, that:

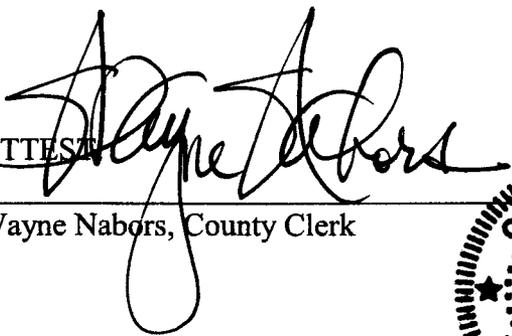
Section 1: The County Mayor is hereby authorized to establish Putnam County, Tennessee as a Tennessee Drug Free Workplace.

Section 2: The County Mayor is authorized to sign all applications, institute all required policies, and implement state required regulations as to the establishment of a Tennessee Drug Free Workplace for Putnam County, Tennessee as approved by the State of Tennessee.

This Resolution shall be effective upon its passage and approval, the public welfare requiring it.

Adopted this 16<sup>th</sup> day of Sept., 2019.

ATTEST

  
Wayne Nabors, County Clerk

\_\_\_\_\_  
Randy Porter  
Putnam County Mayor



The Chairman asked for discussion on the motion to approve a Resolution to Establish Putnam County, Tennessee as a Drug Free Workplace. The Commissioners discussed the motion.

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

**MOTION RE: PLANNING COMMITTEE RECOMMENDS APPROVAL TO SET  
SPEED LIMITS FOR THE FOLLOWING ROADS:**

**ROCK ISLAND ROAD 35 MPH**

**MUDDY POND ROAD 45 MPH**

Commissioner Cathy Reel moved and Commissioner Kim Bradford seconded the motion to approve setting the speed limit for Rock Island Road at 35 mph and Muddy Pond Road at 45 mph.

(SEE ATTACHED)

TO: CHAIRMAN OF THE SPEED LIMIT STUDY COMMITTEE

PUTNAM COUNTY PLANNING COMMITTEE

RE: REQUEST FOR SPEED LIMIT REVIEW

DATE: 4-29-19

35 MPH

We, the undersigned property owners, residing on said road (Must be 18 years of age or older and only one signature per residence) of the Rock Island (Road, Lane, Other) do hereby request the Speed Limit Committee review traffic conditions on our road between South Aiken (Road, Lane, Other) and Burgess Falls (Road, Lane, Other) and feel there is sufficient traffic congestion to warrant speed limit reduction below 55 MPH.

Note: For consideration, this petition must be signed by 75% of the addresses on said road.

Reason for changing speed limit: Hidden Drive Ways, High Speed & Reckless Driving

SIGNATURE	ADDRESS	TELEPHONE
<u>Sam Swindell</u>	<u>7875 Rock Island Rd Baxter TN.</u>	<u>931-644-6259</u>
<u>Clay Compurgano</u>	<u>7993 Rock Island Rd Baxter TN.</u>	<u>931-432-2183</u>
<u>Vernon Williams</u>	<u>7824 Rock Island Rd Baxter TN.</u>	<u>931-432-5356</u>
<u>Eddie Bohannon</u>	<u>7838 Rock Island Rd Baxter TN.</u>	<u>931-432-4929</u>
<u>Chad King</u>	<u>8220 Rock Island Rd Baxter TN.</u>	<u>931-432-1106</u>
<u>Mike Smith</u>	<u>7936 " " " " "</u>	<u>" " " 265-4926</u>
<u>Mike Zink</u>	<u>8180 " " " " "</u>	<u>310-9097</u>
<u>Jimmy Shimmer</u>	<u>8325 " " " " "</u>	<u>783-3184</u>
<u>Kelci N. Wanchata</u>	<u>7941 Rock Island Rd Baxter, TN.</u>	<u>931-265-5125</u>

ORDINANCE OF THE SPEED LIMIT STUDY COMMITTEE

WYOMING COUNTY PLANNING COMMITTEE

RE: REQUEST FOR SPEED LIMIT REVIEW

*★ 30 MPH*

DATE: 10/10/19

We, the undersigned property owners, residing on said road (MUST BE 18 years of age or older and  
place one signature per residence) of the Muddy Pond Rd (Road) lane ( ) do hereby  
request the Speed Limit Committee review traffic conditions on our road between Rt. 62  
(road, lane ( )) and Hannan/Overton Rd (road, lane ( )) and feel there is sufficient traffic  
congestion to warrant a speed limit reduction below 55 MPH. To 30 MPH

NOTE: For consideration, this petition must be signed by 75% of the addresses on said road.

Reason for changing speed limit: Fatal accident, high speed shed making traffic

SIGNATURE	ADDRESS	TELEPHONE
<i>[Signature]</i>	810 Muddy Pond Rd	787-6599
<i>[Signature]</i>	400 Muddy Pond Rd	988-396728
<i>[Signature]</i>	776 Muddy Pond Rd	239-4011
<i>[Signature]</i>	726 Muddy Pond Rd	239-9373
<i>[Signature]</i>	120 Muddy Pond Rd	881-4946
<i>[Signature]</i>	510 Muddy Pond Rd	839-6881
<i>[Signature]</i>	1510 Muddy Pond Rd	931-644-6148
<i>[Signature]</i>	474 Muddy Pond Rd	931-787-5834
<i>[Signature]</i>	1380 Muddy Pond Rd	510-666-1096
<i>[Signature]</i>		
<i>[Signature]</i>	622 Muddy Pond Road	931-839-7076
<i>[Signature]</i>	668 Muddy Pond Rd	931-979-4874

The Chairman asked for discussion on the motion to approve setting the speed limit for Rock Island Road at 35 mph and Muddy Pond Road at 45 mph. There was none.

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

**MOTION RE: PLANNING COMMITTEE RECOMMENDS APPROVAL TO  
CORRECT ACTION FROM MAY 2019 BY SETTING A PORTION OF PLEASANT  
RIDGE ROAD TO 35 MPH**

Commissioner Cathy Reel moved and Commissioner Kathy Dunn seconded the motion to approve to correct action from May 2019 by setting a portion of Pleasant Ridge Road to 35 mph.

(SEE ATTACHED)

May  
45mph

Theresa - Adam  
change to 35mph  
35mph

TO: CHAIRMAN OF THE SPEED LIMIT STUDY COMMITTEE  
PUTNAM COUNTY PLANNING COMMITTEE

RE: REQUEST FOR SPEED LIMIT REVIEW

DATE: 4-4-2019

Bill Hyden  
931-256-0660

We, the undersigned property owners, residing on said road (Must be 18 years of age or older and only one signature per residence) of the Pleasant Ridge (Road, Lane, Other) do hereby request the Speed Limit Committee review traffic conditions on our road between Phifer Mountain (Road, Lane, Other) and Board Valley (Road, Lane, Other) and feel there is sufficient traffic congestion to warrant speed limit reduction below 55 MPH.

Note: For consideration, this petition must be signed by 75% of the addresses on said road.

Reason for changing speed limit: ~~limited~~ limited visibility, many curves and sheer drop-offs with no guardrails

SIGNATURE

ADDRESS

TELEPHONE

SIGNATURE	ADDRESS	TELEPHONE
<i>[Signature]</i>	5887 Pleasant Ridge	615-779-6029
John DeWitt	5830 Pleasant Ridge Rd Sparta TN 38583	931-528-607
Bill Hyden	5701 Pleasant Ridge Rd, Sparta TN 38583	931-256-0660
Wilma Easton	5800 Pleasant Ridge Sparta, Tenn	931-510-591
Ronald Easton	5800 Pleasant Ridge Sparta, Tenn	
Jan K. Sumner	5760 Pleasant Ridge Rd Sparta	931-510-595
Jessica Schmitt	5715 Pleasant Ridge Rd Sparta	651-353-7310
Jenna Matthews	5825 Pleasant Ridge Rd, Sparta, TN	931-525-1433
Germaine McElvain	7630 Pleasant Ridge Rd Sparta	931-284-1137
Dancey Matthews	5825 Pleasant Ridge Rd, Sparta	931-525-1433
Marilyn Hyden	5701 Pleasant Ridge Rd, Sparta	931-256-0659
<i>[Signature]</i>	5864 Pleasant Ridge Rd, Sparta	931-261-4931

Sept. 2019  
35mph

The Chairman asked for discussion on the motion to approve to correct action from May 2019 by setting a portion of Pleasant Ridge Road to 35 mph. There was none.

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

**FISCAL REVIEW COMMITTEE:**

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

Commissioner Mike Atwood moved and Commissioner Jim Martin seconded the motion to approve the Budget Amendments to the County General Fund.

(SEE ATTACHED)

# BUDGET AMENDMENT COUNTY GENERAL FUND

Sep-19

<u>COUNTY GENERAL EXPENDITURES</u>	<u>Debit</u>	<u>Credit</u>
<b><u>53330 Drug Court</u></b>		
169 Part Time		18,591 <i>See memo from</i>
189 Other Salaries & Wage		34,000
Benefits		18,365
307 Communication		559
355 Travel		5,810
435 Office Supplies		6,413
499 Other Supplies & Materials		706
599 Miscellaneous		888
790 Other Equipment		18,000
<b><u>54210 Jail</u></b>		
160 Guards		71,000 <i>See memo from</i>
<b><u>COUNTY GENERAL, RESERVE</u></b>		
34520 Drug Court Reserve	18,000	
<b><u>COUNTY GENERAL, FUND BALANCE</u></b>		
39000 Fund Balance	71,000	
<b><u>COUNTY GENERAL, REVENUE</u></b>		
46220 Drug Control Grants	85,332	
<b>Total</b>	<b>\$ 174,332</b>	<b>\$ 174,332</b>



# RECOVERY COURTS

13TH JUDICIAL DISTRICT

Recovery Court • Veterans Treatment Court  
Honorable Judge Gary McKenzie  
18 North Madison Avenue, Suite 100  
Cookeville, TN 38501  
931.372.1003 (Phone) • 931.528.1206 (Fax)

August 26, 2019

Debby Francis  
Manager of Accounts/Budgets  
300 East Spring St. RM. 8  
Cookeville, TN 38501

RE: Amendments to FY 19-20 Budget

Dear Ms. Francis,

The 13<sup>th</sup> Judicial District Recovery Courts is requesting an amendment to its fiscal year 2019-2020 budget. This amendment is for the following:

- 1) TN Veterans Treatment Court Initiative – Phase II Grant. Carry money over from FY 18-19 budget to the FY 19-20 budget due to the grant being on the federal fiscal year, October-September. Please see attached outline on next page.
- 2) Budget money for FY 19-20 for the TN Veterans Treatment Court Initiative – Phase III Grant. Grant will run October 1<sup>st</sup>, 2019 – September 30<sup>th</sup>, 2020. Please see attached outline on next page.
- 3) Budget \$706 into Line Item #499 for additional money received from MHSAS
- 4) Move \$18,000 from the Recovery Court Reserve Account to Line Item #790 for an office cubicle system
- 5) Move \$3,000 from Line Item #189 (Other Salaries & Wages) to Line Item #435 (Office)
- 6) Move \$582 from Line Item #189 (Other Salaries & Wages Benefits & Taxes) to Line Item #435 (Office)

Please find the FY 19-20 Amended Budget Summary attached to this letter for your convenience.

Should you have any questions about these amendments or the funding please feel free to contact me anytime.

Sincerely,

Julie Chambers  
Recovery Courts Director

**Putnam County, Tennessee**  
**Statement of Proposed Expenditures**  
**For the Fiscal Year Ending June 30, 2020**

**County General Fund**

<b>Account Number</b>		<b>Approved 2019-2020</b>	<b>Amended 2019-2020</b>
<b>53330</b>	<b>Drug Court</b>		
105	Director/Supervisor Salaries	55,400	55,400
	Benefits & Taxes	21,372	21,372
169	<del>Other Salary &amp; Wages</del> P/T	7,507	26,098
	Benefits & Taxes	1,261	3,930
186	Longevity	700	700
	Benefits & Taxes	171	171
189	Other Salaries and Wages	38,985	72,985
	Benefits & Taxes	10,418	26,114
307	Communications	7,230	7,789
351	Rent	21,600	21,600
355	Travel	12,300	18,110
399	Other Contracted Services	17,664	17,664
425	Fuel	2,500	2,500
435	Office Supplies	11,546	17,959
499	Other Supplies & Materials	1,794	2,500
599	Other Charges	10,938	11,826
718	Vehicle	0	0
719	Equipment	1,320	1,320
790	Other Equipment	0	18,000
	<b>TOTAL</b>	<b>222,706</b>	<b>326,038</b>

**FY 19-20 Budget Amendment Outline:**

- 1) TN Veterans Treatment Court Initiative – Phase II Grant. Carry money over from FY 18-19 budget to the FY 19-20 budget due to the grant being on the federal fiscal year, October 1<sup>st</sup>-September 30<sup>th</sup>.

<b>Line Item</b>	<b>FY 19-20 Originally Budgeted</b>	<b>Actual Amount Carried Over</b>	<b>Difference</b>
#189 Other Salaries	\$7,985	\$7,985	\$0
#189 Benefits and Taxes	\$3,354	\$4,103	+ \$749
#169 Other Salaries & Wages	\$4,479	\$5,070	+ \$591
#169 Other Salaries & Wages Benefits & Taxes	\$570	\$962	+ \$392
#307 Communications	\$1,230	\$1,189	- \$41
#355 Travel	\$6,900	\$4,210	- \$2,690
#435 Office	\$1,673	\$1,410	- \$263
#599 Other Charges	\$1,721	\$2,609	+ \$888
<b>TOTALS</b>	<b>\$27,912</b>	<b>\$27,538</b>	<b>- \$374</b>

- 2) Budget money for FY 19-20 for the TN Veterans Treatment Court Initiative – Phase III Grant. Grant will run October 1<sup>st</sup>, 2019 – September 30<sup>th</sup>, 2020. Total of \$85,000

<b>Line Item</b>	<b>FY 19-20 Budgeted</b>
#189 Other Salaries & Wages	\$37,000
#189 Benefits and Taxes	\$15,529
#169 Other Salaries & Wages	\$18,000
#169 Other Salaries & Wages Benefits & Taxes	\$2,277
#307 Communications	\$600
#355 Travel	\$8,500
#435 Office	\$3,094
#599 Other Charges	\$0
<b>TOTAL</b>	<b>\$85,000</b>



Putnam County Justice Center  
421 East Spring Street • Cookeville, TN 38501  
Phone: 931.528.8484 • Fax: 931.528.7043

**DATE: September 1, 2019**

**TO: Fiscal Review Committee - Honorable County  
Commissioners**

**SUBJECT: Budget Amendment Request**

**Please allow this to serve as my request to amend 54210-160 Guards to reflect an increase of \$71,000 as approved by the Commission.**

**The amendment request is due to a calculation oversight when the final budget proposal sheets were submitted. The Budget Committee and the full Commission approved two additional correction officer positions with a salary of \$35,500 each. The budget justification memorandum submitted by this office, and approved by the Committee, reflected the additional funds but the final spreadsheet did not reflect the funding for the two positions.**

**Thanking you in advance,**

**Sheriff Eddie Farris**

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:

Jonathan A D Williams  
Sam Sandlin  
Jim Martin  
Jerry Ford  
Jordan Iwanyszyn  
Theresa Tayes  
Jerry Roberson  
Cindy Adams  
Terry Randolph  
Chris Cassetty  
Adam Johnson

A J Donadio  
Grover N Bennett Jr.  
Danny Holmes  
Jimmy Neal  
Dale Moss  
Kim Bradford  
Joe Iwanyszyn  
Darren Wilson  
Kathy Dunn  
Cathy Reel  
Mike Atwood

AGAINST:

Ben Rodgers

ABSENT:

Kevin Christopher

The Clerk announced that twenty-two (22) voted for, one (1) voted against, zero (0) abstained, and one (1) absent. The motion carried.

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

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

(SEE ATTACHED)

# *Department of Education Putnam County*

Mr. Jerry Boyd, Director of Schools

Board of Education  
Dawn Fry, Chair  
Celeste Gammon, Vice-Chair

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

Board Members  
Kim Cravens  
Jerry Maynard  
David McCormick  
Lynn McHenry

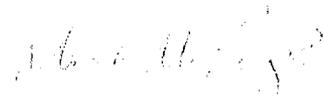
September 3, 2019

Honorable Commissioners  
Putnam County Courthouse  
Cookeville, TN 38501

Honorable Commissioners:

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

Sincerely,



Mark McReynolds  
Putnam County Board of Education

Enclosures:

- To adjust budget to match state allocation for School to Work Grant.
- To budget for revenue received for Adult Education Grant from the State.
- To budget for revenue received for Adult Education Testing Grant from the State.
- To adjust budget for 2 WPA teachers in incorrect budget category, portion of Student Services Coordinator's salary budget in Gen Ed instead of Student Services. Move budget for COTA per State of TN.
- To adjust Coordinated School Health Grant budget due to portion of secretary's salary paid from new Federal Grants.

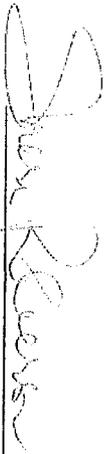
Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Special Education Department

DATE: Sep-19

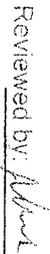
Item #	Account #	Account Description	Current		Requested		
			Approved Amount	Approved Amount	Increase	Decrease	
1	141	47143-02141	Revenue	20,112.62	Increase	Decrease	3,374.44
2	141	72210-163-02141	Educational Assistant	14,196.26	Decrease	Increase	1,969.80
3	141	72210-201-02141	Social Security	943.25	746.49		196.76
4	141	72210-204-02141	State Rat.	1,090.76	739.76		351
5	141	72210-206-02141	Life Insurance	17.05	14.25		2.8
6	141	72210-207-02141	Medical Insurance	3,531.60	2,728.00		803.6
7	141	72210-208-02141	Dental Insurance	86.88	76.20		10.68
8	141	72210-210-02141	Unemp. Comp.	32.29	32.29		
9	141	72210-212-02141	Emp. Med	214.53	174.73		39.8

Explanation: To adjust budget to match state allocation for School to Work Grant

Requested by:   
 Supervisor

Recommended for Approval

Assistant Director

Reviewed by:   
 Chief Financial Officer

Official / Department Head

Action by Fiscal Recommended for Approval

No Recommendation

Date:

Action by County Approval

Non-Approval

Date:

Department: Adult Education

Date: 5 Sep 19

Account #	Account Description	Current Approval Amount	Requested Approval Amount
1	141 R 40690 000 01002 000 OTHER STATE EDUCATION FUNDS		
2	141 R 47120 000 01002 000 ADULT BASIC EDUCATION		
	<b>Total Revenue</b>	<b>645,600.00</b>	<b>645,600.00</b>
<b>Expenditures</b>			
3	141 E 71600 115 000 01002 000 Regal Teachers	Increase	Decrease
4	141 E 71600 139 000 01002 000 Regal Other Salaries		
5	141 E 71600 201 000 01002 000 Regal Pensions		
6	141 E 71600 204 000 01002 000 Regal Retirement		
7	141 E 71600 287 000 01002 000 Regal Medical Insurance		
8	141 E 71600 212 000 01002 000 Regal Medicare		
9	141 E 71600 356 000 01002 000 Regal Travel		
10	141 E 71600 389 000 01002 000 Regal Other services		
11	141 E 71600 429 000 01002 000 Regal Supplies & Materials		
12	141 E 71600 790 000 01002 000 Regal Equipment		
13	141 E 72260 145 000 01002 000 Regal Supervisor		
14	141 E 72260 162 000 01002 000 Regal Clerical		
15	141 E 72260 204 000 01002 000 Regal PFTCA		
16	141 E 72260 207 000 01002 000 Regal Insurance		
17	141 E 72260 212 000 01002 000 Regal Medicare		
18	141 E 72260 358 000 01002 000 Regal Travel		
19	141 E 72260 389 000 01002 000 Regal Other contracted services		
20	141 E 72260 429 000 01002 000 Regal Supplies and Materials		
21	141 E 72260 790 000 01002 000 Regal Equipment		
	<b>Total Expenditures</b>	<b>645,600.00</b>	<b>645,600.00</b>
	<b>Total Revenue less Total Expenditures</b>	<b>645,600.00</b>	<b>645,600.00</b>

Explanation: To budget for revenue received for Adult Education

Supervisor: Wanda Huddleston

Recommended for Approval:

Official / Department Head

Action by Fiscal Review Committee: Recommended for Approval

No Recommendation

Action by County Commission: Approval

Non-Approval

Date

Department: Adult Education

DATE: 5 Sep-19

Request #	Account #	Account Description	Current Approved Amount	Requested Approval Amount
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Revenue	Expenditures	Increase	Decrease	Requested Approval Amount
141 E 48500 000 000 01005 000	OTHER STATE EDUCATION FUNDS	\$ 750.00		8,750.00
141 R 47120 000 000 01005 000	ADULT BASIC EDUCATION	28,250.00		29,250.00
<b>Total Revenue</b>		<b>35,000.00</b>		<b>35,000.00</b>
<b>Expenditures</b>			<b>Decrease</b>	
3 141 E 71600 180 000 01005 000	OTHER SALARIES AND WAGES		23,950.00	
4 141 E 71600 201 000 01005 000	SOCIAL SECURITY		455.00	
5 141 E 71600 204 000 01005 000	Retirement		342.00	
6 141 E 71600 212 000 01005 000	MEDICARE		348.00	
7 141 E 71600 355 000 01005 000	TRAVEL		3,500.00	
8 141 E 71600 429 000 01005 000	INSTRUCTIONAL SUPPLIES		975.00	
9 141 E 71600 790 000 01005 000	Equipment		4,400.00	
<b>Total Expenditures</b>			<b>35,000.00</b>	<b>35,000.00</b>
<b>Total Revenue less Total Expenditures</b>		<b>35,000.00</b>	<b>35,000.00</b>	

#: 103117 To budget for revenue received for Adult Education Testing

Requested by: \_\_\_\_\_ Recommended for Approval: \_\_\_\_\_  
 Supervisor: \_\_\_\_\_ Official / Department Head: \_\_\_\_\_  
 Reviewed by: *John Pollock* Chief Financial Officer

Action by Fiscal Review Committee: Recommended for Approval No Recommendation

Action by County Commission: Approval Non-Approval  
 Date: \_\_\_\_\_

Date: \_\_\_\_\_

DATE: \_\_\_\_\_

4-Sep-19

Item #	Account #	Account Description	Current Approved Amount	Requested Approval Amount	Increase	Decrease
1	141 E 71100 208 000 00000 000	TEACHERS	28,555,057.37	28,498,860.87		56,197.00
2	141 E 71100 128 000 02100 000	HOMEBOUND TEACHERS	108,866.28	59,651.28		49,214.00
3	141 E 71100 201 000 00000 000	SOCIAL SECURITY	1,927,329.16	1,923,845.16		3,484.00
4	141 E 71100 201 000 02100 000	SOCIAL SECURITY	6,749.64	3,673.64		3,076.00
5	141 E 71100 204 000 00000 000	STATE RETIREMENT	3,102,061.77	3,096,087.77		5,974.00
6	141 E 71100 204 000 02100 000	STATE RETIREMENT	11,572.37	6,298.37		5,274.00
7	141 E 71100 208 000 00000 000	LIFE INSURANCE	18,377.12	18,349.12		28.00
8	141 E 71100 205 000 02100 000	LIFE INSURANCE	84.30	56.30		28.00
9	141 E 71100 207 000 02100 000	MEDICAL INSURANCE	17,620.80	8,318.80		9,302.00
10	141 E 71100 208 000 00000 000	DENTAL INSURANCE	86,169.72	86,037.72		132.00
11	141 E 71100 208 000 02100 000	DENTAL INSURANCE	395.28	263.28		132.00
12	141 E 71100 210 000 00000 000	UNEMPLOYMENT COMPENSATION	42,228.14	42,163.14		65.00
13	141 E 71100 210 000 02100 000	UNEMPLOYMENT COMPENSATION	193.71	128.71		65.00
14	141 E 71100 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	450,764.89	449,949.89		815.00
15	141 E 71100 212 000 02100 000	EMPLOYER MEDICARE LIABILITY	1,578.55	858.55		720.00
16	141 E 71100 212 000 00000 000	TEACHERS	457,426.62	557,837.62	100,411.00	
17	141 E 71100 201 000 00000 000	SOCIAL SECURITY	28,422.45	34,672.45	6,250.00	
18	141 E 71100 204 000 00000 000	STATE RETIREMENT	48,026.68	58,742.68	10,716.00	
19	141 E 71100 206 000 00000 000	LIFE INSURANCE	252.90	308.90	56.00	
20	141 E 71100 207 000 00000 000	MEDICAL INSURANCE	88,512.00	97,814.00	9,302.00	
21	141 E 71100 210 000 00000 000	UNEMPLOYMENT COMPENSATION	1,185.84	1,449.84	264.00	
22	141 E 71100 210 000 02100 000	UNEMPLOYMENT COMPENSATION	581.13	711.13	130.00	
23	141 E 71100 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	8,647.18	8,109.18	1,462.00	
24	141 E 72100 189 000 00000 000	OTHER SALARIES & WAGES	60,468.00	65,468.00	5,000.00	
25	141 E 72100 201 000 00000 000	SOCIAL SECURITY	105,725.06	106,035.08	310.00	
26	141 E 72100 204 000 00000 000	STATE RETIREMENT	176,699.41	177,231.41	532.00	
27	141 E 72100 212 000 00000 000	EMPLOYER MEDICARE LIABILITY	24,726.02	24,799.02	73.00	
28	141 E 72200 131 000 00000 000	MEDICAL PERSONNEL		340,779.00	340,779.00	
29	141 E 72200 189 000 00000 000	OTHER SALARIES & WAGES	585,872.46	245,093.46		
		<b>Total</b>	<b>35,913,594.37</b>	<b>475,285.00</b>	<b>475,285.00</b>	<b>35,913,594.37</b>

Explicit: The additional budget for DWFA teachers in current budget categories of Homebound & Gen Ed. Portion of Student Services Coordinator's salary budgeted in Gen Ed instead of Student Services. Move budget for COTA per State TN request.

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: \_\_\_\_\_

Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Finance

DATE:

4-Sep-19

Item #	Account #	Account Description	Current Approved Amount	Decrease	Increase	Requested Approval Amount
141 E 72120	161 000 02000 000	Secretary(s)	33,079.28	15,801.04		17,278.24
141 E 72120	201 000 02000 000	Social Security	13,054.89	979.61		12,075.28
141 E 72120	204 000 02000 000	State Retirement	17,537.06	1,115.49		16,421.57
141 E 72120	207 000 02000 000	Medical Insurance	37,714.29	4,614.76		33,099.53
141 E 72120	212 000 02000 000	Employer Medicare	3,053.16	229.10		2,824.06
141 E 72120	499 000 02000 000	Other Supplies and Materials	500.00		3,900.00	4,400.00
141 E 72120	524 000 02000 000	In Service/Staff Development			14,600.00	14,600.00
141 E 72120	599 000 02000 000	Other Charges	1,000.00		2,440.00	3,440.00
141 E 72120	790 000 02000 000	Other Equipment			1,800.00	1,800.00
<b>Total</b>			<b>105,938.68</b>	<b>22,740.00</b>	<b>22,740.00</b>	<b>105,938.68</b>

Explanation: To adjust Coordinated School Health Grant budget due to portion of secretary's salary paid from new Federal Grants

Requested by \_\_\_\_\_

Recommended for Approval:

Official / Department Head

Supervisor

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 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:

Jonathan Williams  
Sam Sandlin  
Jim Martin  
Jerry Ford  
Jordan Iwanyszyn  
Theresa Tayes  
Jerry Roberson  
Cindy Adams  
Terry Randolph  
Chris Cassetty  
Adam Johnson

A J Donadio  
Grover N Bennett Jr.  
Danny Holmes  
Ben Rodgers  
Jimmy Neal  
Dale Moss  
Kim Bradford  
Joe Iwanyszyn  
Darren Wilson  
Kathy Dunn  
Cathy Reel  
Mike Atwood

ABSENT:

Kevin Christopher

The Clerk announced that twenty-three (23) voted for, zero (0) voted against, zero (0) abstained, and one (1) absent. The motion carried.

**MOTION RE: FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL TO REFUND 2017 PROPERTY TAXES AS PER THE ASSESSOR OF PROPERTY AND THE TRUSTEE**

Commissioner Mike Atwood moved and Commissioner Kathy Dunn seconded the motion to approve to refund 2017 Property Taxes as per the Assessor of Property and the Trustee.

(SEE ATTACHED)



**Wimberly Lawson**  
**Wright Daves & Jones, PLLC**

*Attorneys & Counselors at Law*

1420 Neal Street  
Suite 201  
PO Box 655  
Cookeville, TN 38503-0655  
931-372-9123 tel  
931-372-9181 fax

**Jeffrey G. Jones, Firm Managing Member**  
jjones@wimberlylawson.com

August 28, 2019

Debby Francis  
c/o County Executive  
Putnam County  
300 East Spring St., Room 8  
Cookeville, TN 38501

Re: Agenda Item - Refund on 2017 Property Taxes

Dear Debby:

In our telephone conversation, you requested a brief explanation of the necessity for the refund on 2017 property taxes to Roy Gaw and Wilmoth Properties respectively. Each of these taxpayers disputed their property values for assessment purposes and consequently disputed the amount of tax on each for 2017 owing to the county. As is required by the law, they appeared before the County Board of Equalization to dispute the values of their properties. While the County Board of Equalization adjusted each of the values of the properties downward, these two taxpayers appealed to the State Board of Equalization, which is the level above the County Board of Equalization. The assessment value of each of these properties was reduced further by the State Board of Equalization hence the necessity for a refund.

Should you have any questions, feel free to give me a call.

Sincerely,

Jeffrey G. Jones  
For the Firm

JGJ/jk

**REFUND ON TAXES  
AS PER TRUSTEE AND PROPERTY ASSESSOR  
2017 PROPERTY TAXES**

	<u>Due Roy Gaw</u>	<u>Due Wilmoth Properties</u>	<u>Total</u>
County General	652.26	1,193.97	1,846.23
Schools	702.44	1,285.80	1,988.24
Road Dept	84.92	155.42	240.34
Debt Service	467.00	854.85	1,321.85
Solid Waste	138.90	254.34	393.24
Capital Projects	15.45	28.26	43.71
Ind/Econom/Development	15.45	28.26	43.71
Parks & Recreation	30.88	56.52	87.40
<b>Total</b>	<b>\$ 2,107.30</b>	<b>\$ 3,857.42</b>	<b>\$ 5,964.72</b>

Two checks from each fund payable to:  
Roy Gaw and Wilmoth Properties

The Chairman asked for discussion on the motion to approve to refund 2017 Property Taxes as per the Assessor of Property and the Trustee. There was none.

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

FOR:

Jonathan Williams  
Sam Sandlin  
Jim Martin  
Jerry Ford  
Jordan Iwanyszyn  
Theresa Tayes  
Jerry Roberson  
Cindy Adams  
Terry Randolph  
Chris Cassetty  
Adam Johnson

A J Donadio  
Grover N Bennett Jr.  
Danny Holmes  
Ben Rodgers  
Jimmy Neal  
Dale Moss  
Kim Bradford  
Joe Iwanyszyn  
Darren Wilson  
Kathy Dunn  
Cathy Reel  
Mike Atwood

ABSENT:

Kevin Christopher

The Clerk announced that twenty-three (23) voted for, zero (0) voted against, zero (0) abstained, and one (1) absent. The motion carried.

**NOMINATING COMMITTEE:**

**MOTION RE: NOMINATING COMMITTEE RECOMMENDS THE FOLLOWING TO SERVE ON THE JOINT ECONOMIC AND DEVELOPMENT BOARD FOR 4 YEAR TERMS TO EXPIRE SEPTEMBER 2023:**

**MIKE ATWOOD – REGIONAL PLANNING  
CLARENCE SMITH – GREENBELT**

Commissioner Terry Randolph moved and Jordan Iwanyszyn seconded the motion to approve Mike Atwood – Regional Planning and Clarence Smith - Greenbelt to serve on the Joint Economic and Development Board for 4 year terms to expire September 2023.

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

**ELECTION OF NOTARIES:**

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

Commissioner Kim Bradford moved and Commissioner A J Donadio 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 September 16, 2019

---

TERESA ADAMS  
MARTHA S ANDERSON  
TAYLOR ANDERSON  
MICHAEL E BUCKNER  
AMANDA FARRIS  
DIAN HERREN  
JAMIE HUNTER  
JERRY JACKSON  
JEREMY JONES  
FRANK KESSLER  
MEAGAN LOOPER  
DEANNA J LOPES

LAWRENCE M LUNDHOLM  
WHITNEY M MAPES  
WENDY MASSENGILL  
TYLER MITCHELL  
JESSICA MCCARTT ROBERSON  
MICHELE SCOTT  
KELLIE L SORRELL  
MEGAN THOMAS  
SHERRY D THURMAN  
SHARON K WHITTAKER  
BRIAN WILLIAMS  
HANNAH YOUNG

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:

Jonathan Williams  
Jim Martin  
Jerry Ford  
Jordan Iwanyszyn  
Theresa Tayes  
Jerry Roberson  
Cindy Adams  
Terry Randolph  
Chris Cassetty  
Adam Johnson

A J Donadio  
Grover N Bennett Jr.  
Danny Holmes  
Ben Rodgers  
Jimmy Neal  
Dale Moss  
Kim Bradford  
Joe Iwanyszyn  
Darren Wilson  
Kathy Dunn  
Cathy Reel  
Mike Atwood

ABSTAIN:

Sam Sandlin

ABSENT:

Kevin Christopher

The Clerk announced that twenty-two (22) voted for, zero (0) voted against, one (1) abstained, and one (1) absent. The motion carried.

**OTHER NEW BUSINESS:**

**RECOGNIZE CASH FLOW ANALYSIS FOR THE GENERAL PURPOSE SCHOOL FUND**

No action required

(SEE ATTACHED)

# *Department of Education*

## *Putnam County*

Mr. Jerry Boyd, Director of Schools

Board of Education  
Dawn Fry, Chair  
Celeste Gammon, Vice-Chair

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

Board Members  
Kim Cravens  
Jerry Maynard  
David McCormick  
Lynn McHenry

September 3, 2019

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 FY19.

Sincerely,



Mark McReynolds  
Putnam County Board of Education

Enclosures:

- General Purpose School Fund Cash Flow Analysis for year FY19 as of September 1, 2019.



**ACKNOWLEDGMENT OF THE FISCAL STRENGTH AND EFFICIENT  
GOVERNMENT FISCAL CONFIRMATION LETTER FOR THE THREE STAR  
PROGRAM REQUIREMENTS**

Requires no action, but needs to be incorporated into the minutes.

(SEE ATTACHED)



**Fiscal Strength and Efficient Government Fiscal Confirmation Letter  
Three Star Program Requirements**

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

1. The County Mayor has reviewed the **Debt Management Policy** with the County Commission at an official meeting and was approved by the County Commission in January 2017 and is on file with the Office of the Comptroller of the Treasury.
2. The County Mayor and the County Commission acknowledges that an **Annual cash flow forecast** 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 to 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. (No debt has been issued this fiscal year)
3. The County Mayor acknowledges that County Offices are required to develop a documented system of **Internal Controls**. The County Mayor's Office has internal control for all policies and procedures for all funds within their office and individual elected officials have their Internal Control in their separate offices. The State Comptroller's Office ,Division of County Audit has reviewed these Internal Controls in compliance with Section 9-18-102 (a), Tennessee Code Annotated.

Acknowledged this 16<sup>st</sup> day of September 2019.

  
Randy Porter  
County Mayor

**MOTION RE: APPROVE THE RATIFICATION OF COUNTY MAYOR RANDY PORTER'S APPOINTMENTS TO THE ETHICS COMMITTEE AS FOLLOWS:**

**KEVIN CHRISTOPHER 1 YEAR TERM TO EXPIRE SEPTEMBER 2020**  
**KIM BRADFORD 1 YEAR TERM TO EXPIRE SEPTEMBER 2020**

Commissioner Chris Cassetty moved and Commissioner Kathy Dunn seconded the motion to approve the Ratification of County Mayor Randy Porter's appointments to the Ethics Committee of Kevin Christopher and Kim Bradford for 1 year terms to expire September 2020.

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

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

**MOTION RE: APPROVE THE RATIFICATION OF COUNTY MAYOR RANDY PORTER'S APPOINTMENTS TO THE REGIONAL PLANNING:**

**JEFF JONES (NOT OUR ATTORNEY) TERM TO EXPIRE 09-30-2023**  
**DAVID MATTSON – TERM TO EXPIRE 09-30-2023**

Commissioner Jordan Iwanyszyn moved and Commissioner A J Donadio seconded the motion to approve the Ratification of County Mayor Randy Porter's appointments to the Regional Planning Commission of Jeff Jones (not our Attorney) and David Mattson with terms to expire September 30, 2023

(SEE ATTACHED)



## **Appointments to Regional Planning Commission**

Jeff Jones (not our attorney) – term to expire September 30, 2023

David Mattson – term to expire September 30, 2023

The Chairman asked for discussion on the motion to approve the Ratification of County Mayor Randy Porter's appointments to the Regional Planning Commission of Jeff Jones and David Mattson with terms to expire September 30, 2020. There was none.

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

**ANNOUNCEMENTS AND STATEMENTS:**

**CITIZEN OF MONTH: MARC DECLAIRE OF THE COOKEVILLE POLICE DEPARTMENT**

(SEE ATTACHED)

**MOTION RE: ADJOURN**

Commissioner A J Donadio moved and Commissioner Jerry Ford seconded the motion to Adjourn.

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

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

# **PLANNING COMMITTEE MEETING**

**TO: Putnam County Board of Commissioners**

**FROM: Randy Porter, County Executive**

**DATE: September 4, 2019**

**RE: Planning Committee Agenda**

**Listed below are items to be considered by the County's Planning Committee on Monday, September 9, 2019, IMMEDIATELY AFTER FISCAL REVIEW COMMITTEE MEETING.**

1. Elect Officers: Chairman, Vice-Chairman and Secretary.
2. Elect 1 member to serve on the Nominating Committee.
3. Elect 4 members to serve on the Road Committee for 1 year terms.
4. Consider approval for transferring an ambulance chassis from Putnam County EMS to Putnam County Parks & Recreation.
5. Consider a Resolution to Establish Putnam County, Tennessee as a Drug Free Workplace.
6. Consider recommendation from the Road Department on speed limits for Muddy Pond Road and Rock Island Road.
7. Any other business that needs to be reviewed by the Planning Committee.





# **FISCAL REVIEW COMMITTEE**

**TO: Putnam County Board of Commissioners**

**FROM: Randy Porter, County Executive**

**DATE: September 4, 2019**

**RE: Fiscal Review Committee Agenda**

**Listed below are items to be considered by the County's Fiscal Review Committee on Monday, September 9, 2019, at 5:30 PM in the County Commission Chambers at the Courthouse.**

1. Elect Officers: Chairman, Vice-Chairman and Secretary.
2. Elect 1 member to serve on the Nominating Committee.
3. Consider budget amendments to the County General Fund.
4. Consider budget amendments to the General Purpose School Fund.
5. Discuss Property Tax refunds for 2017, per Trustee and Assessor.
6. Any questions concerning quarterly reports for June 30, 2019.
7. Any other business that needs to be reviewed by the Fiscal Review Committee.



**Item #6**     ***Any questions concerning quarterly reports***

**NONE**

**Item #7**     ***Any other business***

**NONE**

**ADJOURNED**

# **NOMINATING COMMITTEE MEETING**

**TO: Putnam County Board of Commissioners**

**FROM: Randy Porter, County Executive**

**DATE: September 4, 2019**

**RE: Nominating Committee Agenda**

**Listed below are items to be considered by the Nominating Committee on Monday September 9, 2019 AFTER THE PLANNING COMMITTEE MEETING.**

- 1 Elect Officers: Chairman, Vice-Chairman and Secretary
- 2 Consider nominations for Commission Chairman, Chairman Protempore and Parliamentarian 1 year terms
- 3 Consider 2 appointments to the Joint Economic and Development Board for 4 year terms to expire September 2023.  
Current members:  
Mike Atwood - Regional Planning  
Clarence Smith - Greenbelt
- 4 Any other business that needs to be considered by the Nominating Committee.

These minutes were taken by Randy from the Nominating Meeting

**Election of Officers:**

Chairman - Terry Randolph  
Vice Chairman - Cindy Adams  
Secretary - Cathy Reel

**Nominations for County Commission Officers**

Chairman - Ben Rodgers  
Commission Protempore - Jim Martin  
Parliamentarian - Mike Atwood

Recommended the following to serve on the Joint Economic and Development Board for 4 year terms to expire September 2023:

Mike Atwood - Regional Planning  
Clarence Smith - Greenbelt

**ADJOURNED**