

MINUTES
OF
PUTNAM COUNTY COMMISSION
OCTOBER 21, 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 October 21, 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 David Hill, President of TN Bible College for the Invocation.

The Chairman, Ben Rodgers recognized Commissioner Jim Martin 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 A D Williams
Kevin Christopher
Jim Martin
Jerry Ford
Jordan Iwanyszyn
Theresa Tayes
Jerry Roberson
Cindy Adams
Terry Randolph
Chris Cassetty
Adam Johnson

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

ABSENT:

Sam Sandlin

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

MOTION RE: APPROVE THE AGENDA

Commissioner Jordan Iwanyszyn moved and Commissioner Darren Wilson seconded the motion to approve the Agenda of the October 21, 2019 Meeting of the Putnam County Board of Commissioners.

(SEE ATTACHED)

**AGENDA
PUTNAM COUNTY
BOARD OF COMMISSIONERS**

MONTHLY AWARDS WILL BE PRESENTED AT 5:45PM

**Regular Monthly Session
Monday, October 21, 2019**

**Presiding: Honorable Ben Rodgers
Commission Chairman**

- 1. Call to Order - Sheriff Eddie Farris**
- 2. Invocation** *District 2*
- 3. Pledge to the Flag of the United States of America** *District 2*
- 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. New Business and Action Thereon by the Board**
 - A. Report of Standing Committees**
 - 1. Planning Committee**
 - a. Recommends approval of the request from Putnam County EMS to declare list of surplus items and for them to sell via Internet/Public Auction.

- b. Recommends approval for the Assessor of Property to declare the following vehicles as surplus, and to sell via Internet/Public Auction:
1999 Jeep Grand Cherokee 4X4 VIN# 1J4GW58S5XC554413
2001 Ford Explorer 4X4 VIN# 1FM7U7E82UA13081

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 Parks & Recreation Fund.
- d. Recommends approval of a Resolution to Establish a Program to Supplement the Property Tax Relief Program of the State of Tennessee provided for in Title 67 , Chapter 5, Part 7, of the TCA Code.
- e. Recommends approval of the purchase, issuance of debt and the execution by the County Mayor of all documentation related to the purchase of the Nash-Medley properties, subject to the discretion of the County Mayor as to satisfactory survey and environmental reports on the subject properties.

3. Nominating Committee

- a. Recommends approval of the appointment of Mike Phillips as full time Judicial Commissioner for a 4 year term to expire August 2023.
- b. Recommends the following reappointments to the Audit Committee for 2 year terms to expire October 2021:
Ben Rodgers
Jim Martin
Mike Atwood

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.
No action required for minutes only
- 2. Recognize the amendment to the Sheriff's Office's Personnel Policy.
No action required for minutes only
- 3. Selection of 4 members to serve on the Rules Committee by the Commission Chairman.

9. Announcements and Statements

10. Adjourn

The Chairman asked for discussion on the motion to approve the Agenda of the October 21, 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 Cathy Reel moved and Commissioner Jerry Ford seconded the motion to approve the Minutes of the September 16, 2019 Meeting.

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

The Chairman asked for a voice vote on the motion to approve the Minutes of the September 16, 2019 Meeting. 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

OTHER UNFINISHED BUSINESS: None

NEW BUSINESS AND ACTION THEREON BY THE BOARD

REPORT OF STANDING COMMITTEES

PLANNING COMMITTEE:

MOTION RE: PLANNING COMMITTEE RECOMMENDS APPROVAL OF THE REQUEST FROM PUTNAM COUNTY EMS TO DECLARE LIST OF SURPLUS ITEMS AND FOR THEM TO SELL VIA INTERNET / PUBLIC AUCTION

Commissioner Cathy Reel moved and Commissioner A J Donadio seconded the motion to approve the request from Putnam County EMS to declare a list of surplus items and sell via Internet / Public Auction.

(SEE ATTACHED)

PUTNAM COUNTY EMERGENCY MEDICAL SERVICES

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

Tommy Copeland, CCP
Chief
tcopeland@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

Request to Sale

October 14th, 2019

PCEMS requests permission to sell the following items on Gov Deals at public auction.

Make	Year	Model	Serial #	Description
FARGO		44102	A6500361	ID CARD PRINTER
BROTHER	2012	HL-45	U62500M2J318367	PRINTER
DELL		5330N	Dp/n 0F352T	LASER PRINTER
DELL	2013	D12M	3758853565	COMPUTER GOV DEALS
LENOVO		2466-EJ3	PK-272R213/12	THINKPAD LAPTOP 0956
LENOVO		2466-J3	PK-272PN13/12	THINKPAD LAPTOP 0946
LENOVO		2466-J3	PK272NE13/12	THINKPAD LAPTOP
LENOVO		2466-EJ3	PK-272NM13/12	THINKPAD LAPTOP 0954
DELL		PP32LA	83PJSL1	LATITUDE
DELL		PP32LA	HY9YYJ1	LATITUDE
DELL		PP32LA	D3PJL1	LATITUDE
DELL		PP32LA	J3PJSL1	LATITUDE
DELL		VOSTRO 1000	9GF1CG1	LAPTOP
GETAC		V110	RF639VO141	LAPTOP
GETAC		V110	RF639VO135	LAPTOP
GETAC		V110	RF639VO103	LAPTOP
GETAC		V110	RF639VO117	LAPTOP
GETAC		V110	RF639VO111	LAPTOP
GETAC		V110	RF639VO143	LAPTOP
GETAC		V110	RF639VO126	LAPTOP
GETAC		V110	RF639VO128	LAPTOP
GETAC		V110	RF639VO116	LAPTOP
GETAC		V110	RF639VO122	LAPTOP
GETAC		V110	RF639VO133	LAPTOP
GETAC		V110	RF639VO107	LAPTOP
GETAC		V110	RF639VO144	LAPTOP
GETAC		V110	RF639VO102	LAPTOP
GETAC		V110	RF639VO121	LAPTOP
GETAC		V110	RF639VO102	LAPTOP
BIOSYSTEMS	2004	54-32-12	5146	TOUCH N TRACK
ZOLL		12034-001	1303	AUTOPULSE BATTERY TESTER
ZOLL		12034-001	1301	AUTOPULSE BATTERY TESTER
ZOLL		12034-001	1233	AUTOPULSE BATTERY TESTER
ZOLL		12034-001	1187	AUTOPULSE BATTERY TESTER
ZOLL	2007	10493-001	RAPCO4619	AUTOPULSE BATTERY TESTER
NOVATEK		MEDSYSTEM III	15173	IVAC 0633

PUTNAM COUNTY EMERGENCY MEDICAL SERVICES

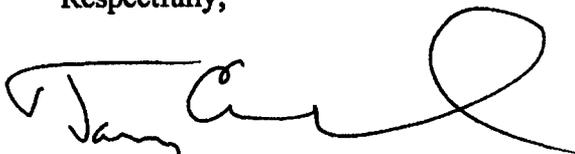
700 County Services Drive
Cookeville, TN 38501
Phone (931) 528-1555

Tommy Copeland, CCP
Chief
tcopeland@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

LSP		AUTOVENT 2000	20070918012	AUTOVENT 0677
LPS		AUTOVENT 2000	20050831002	AUTOVENT 0578
LPS		AUTOVENT 2000	203486-0026	AUTOVENT 0005
LPS		AUTOVENT 2000	111562-0009	AUTOVENT 0174
LPS		AUTOVENT 2000	203486-0025	AUTOVENT 0087
LPS		AUTOVENT 2000	900777-0001	AUTOVENT 0600
LPS	1992	AUTOVENT 2000	20070808013	AUTOVENT 0678
LPS	1986	AUTOVENT 2000	111945-0014	AUTOVENT 0095
ZOLL		AED PLUS	Y05K010210	AED PLUS TRAINER
ZOLL		AED PLUS	AH12D016558	AED PLUS TRAINER
ZOLL		AED PLUS	AH12F019784	AED PLUS TRAINER
ZOLL		AED PLUS	Y05H009487	AED PLUS TRAINER 0571
ZOLL		AED PLUS	X02F001903	AED PLUS
ZOLL		AED PLUS	X04C030276	AED PLUS
ZOLL		AED PLUS	X02H003652	AED PLUS
ZOLL		AED PLUS	Y06B010954	AED PLUS TRAINER
ZOLL		AED PLUS	Y09G021717	PLUS TRAINER
FORE RUNNER		HEARTSTREAM	4367	AED
PHILLIPS		HEARTSTART	A06A-00009	AED
FORE RUNNER		HEARTSTREAM	10333	AED
PHILLIPS		HEARTSTART	801041919	AED

Respectfully,



Tommy Copeland, CCP
Chief

The Chairman asked for discussion on the motion to approve the request from Putnam County EMS to declare a list of surplus items and sell via Internet /Public Auction. There was none:

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

MOTION RE: PLANNING COMMITTEE RECOMMENDS APPROVAL FOR THE ASSESSOR OF PROPERTY TO DECLARE THE FOLLOWING VEHICLES AS SURPLUS, AND TO SELL VIA INTERNET / PUBLIC AUCTION
1999 JEEP GRAND CHEROKEE 4X4 VIN# 1J4GW58S5XC554413
2001 FORD EXPLORER 4X4 VIN# 1FM7U7E82UA13081

Commissioner Cathy Reel moved and Commissioner Kathy Dunn seconded the motion to approve the Assessor of Property to declare the following vehicles as surplus and sell via Internet / Public Auction: 1999 Jeep Grand Cherokee 4X4 VIN# 1J4GW58S5XC55413 and 2001 Ford Explorer 4X4 VIN# 1FM7U7E82UA13081.

(SEE ATTACHED)



Putnam Co. Courthouse
300 East Spring St., Room 1
Cookeville, TN 38501

Office: 931-528-8428 • Fax: 931-520-0468

www.putnamcountyttn.gov/assessorofproperty

October 8, 2019

Dear Honorable Commissioners,

Please approve our request for two surplus vehicles to be sold through an online auction:

- 1999 Jeep Grand Cherokee 4 x 4
 - VIN #: 1J4GW58S5XC554413

- 2001 Ford Explorer White 4 x 4
 - Vin #: 1FM7U7E82UA13081

Thank you,

Steve Pierce

The Chairman asked for discussion on the motion to approve the Assessor of Property to declare the following vehicles as surplus and sell via Internet / Public Auction: 1999 Jeep Grand Cherokee 4X4 VIN# 1J4GW58S5XC55413 and 2001 Ford Explorer 4X4 VIN# 1FM7U7E82UA13081. 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 Kim Bradford seconded the motion to approve the Budget Amendments to the County General Fund.

(SEE ATTACHED)

BUDGET AMENDMENT COUNTY GENERAL FUND

Oct-19

COUNTY GENERAL EXPENDITURES

Debit

Credit

54110 Sheriff's Department

187 Overtime

17,481

COUNTY GENERAL REVENUE

47990 Other Direct Federal Revenue

17,481

Total

\$ 17,481 \$ 17,481

See Memo from Sheriff Office



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

DATE: October 1, 2019

TO: Fiscal Review Committee - Honorable County Commissioners

SUBJECT: Budget Item Transfer Requests

Please allow this to serve as my request to transfer the following monies:

Transfer a total of \$17,481.44 from 101 – 47990 Other Direct Federal Revenue to line item 101 – 54110 – 187 Overtime Pay. This is a transfer of monies received for overtime reimbursements to the Sheriff's Office by federal agencies over the preceding annual quarter.

Thanking you in advance,

Sheriff Eddie Farris

Sheriff Eddie Farris

The Chairman asked for discussion on the motion to approve the 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
Kevin Christopher
Jim Martin
Jerry Ford
Jordan Iwanyszyn
Theresa Tayes
Jerry Roberson
Cindy Adams
Terry Randolph
Chris Cassetty
Adam Johnson

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

ABSENT:

Sam Sandlin

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 OF BUDGET AMENDMENTS TO THE GENERAL PURPOSE SCHOOL FUND

Commissioner Mike Atwood moved and Commissioner A J Donadio 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

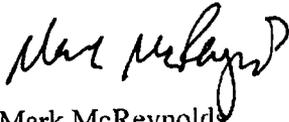
October 4, 2019

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 budget for FY20 School-To-Work Grant.
- To budget for LEAPS afterschool Grant.

BDE Approved V.C. l.a. 10/3/19

Putnam County Budget Amendment Line Item Transfer Authorization Form

DATE: October 2019

Department: Special Education

Item #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
1	141 47143-02140	Revenue		\$34,480		\$34,480
2	141 72210-163-02140	Educational Assistant			\$24,719	\$24,719
3	141 72210-201-02140	Social Security			\$1,380	\$1,380
4	141 72210-204-02140	State Ret.			\$2,404	\$2,404
5	141 72210-206-02140	Life Insurance			\$20	\$20
6	141 72210-207-02140	Medical Insurance			\$5,502	\$5,502
7	141 72210-208-02140	Dental Insurance			\$132	\$132
8	141 72210-212-02140	Emp. Med			\$323	\$323

Explanation: To budget for FY-20 School To Work Program

Sheri Roberson
Requested by:

Supervisor: Sheri Roberson

Recommended for Approval:

Assistant Director

Reviewed by: *Shirley Meloy*
Chief Financial Officer

Official / Department Head

Action by Fiscal Review Committee: Recommended for App No Recommendation

Date:

Action by County Commission: Approval

Non-Approval

Date:

BGE Approve V.C. 1.b. 10/3/19

Punam County Budget Amendment / Line Item Transfer Authorization Form

Department: LEAPS

DATE: 3-Oct-19

Item #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
1	141 R 46590 000 000 02003 000	OTHER STATE EDUCATION FUNDS	715,098.00			715,098.00
		Total Revenue	715,098.00			715,098.00
		Expenditures				
2	141 E 73300 105 000 02003 000	SUPERVISOR/DIRECTOR			56,306.00	56,306.00
3	141 E 73300 116 000 02003 000	TEACHERS			298,461.00	298,461.00
4	141 E 73300 146 000 02003 000	BUS DRIVERS			38,880.00	38,880.00
5	141 E 73300 162 000 02003 000	CLERICAL PERSONNEL			28,671.00	28,671.00
6	141 E 73300 163 000 02003 000	EDUCATIONAL ASSISTANTS			62,000.00	62,000.00
7	141 E 73300 188 000 02003 000	OTHER SALARIES AND WAGES			85,100.00	85,100.00
8	141 E 73300 198 000 02003 000	OTHER PER DIEM & FEES			192.00	192.00
9	141 E 73300 201 000 02003 000	SOCIAL SECURITY			33,559.00	33,559.00
10	141 E 73300 204 000 02003 000	STATE RETIREMENT			44,129.00	44,129.00
11	141 E 73300 206 000 02003 000	LIFE INSURANCE			41.00	41.00
12	141 E 73300 207 000 02003 000	MEDICAL INSURANCE			23,448.00	23,448.00
13	141 E 73300 208 000 02003 000	DENTAL INSURANCE			211.00	211.00
14	141 E 73300 212 000 02003 000	MEDICARE			8,756.00	8,756.00
15	141 E 73300 217 000 02003 000	RETIR HYBRID STABILIZATION			4,000.00	4,000.00
16	141 E 73300 355 000 02003 000	TRAVEL			4,000.00	4,000.00
17	141 E 73300 399 000 02003 000	OTHER CONTRACTED SERVICES			1,800.00	1,800.00
18	141 E 73300 498 000 02003 000	OTHER SUPPLIES & MATERIALS			20,044.00	20,044.00
19	141 E 73300 524 000 02003 000	INSERVICE/STAFF DEV			5,500.00	5,500.00
20	141 E 73300 599 000 02003 000	OTHER CHARGES				
		Total Expenditures			715,098.00	715,098.00
		Total Revenue less Total Expenditures	715,098.00			

Explanation: Budget for Lottery Education Afterschool Program grant

Requested by: Diana A. [Signature] Recommended for Approval:

Supervisor

Reviewed by: [Signature]

Chief Financial Officer

Action by Fiscal Review Committee: Recommended for Approval No Recommendation

Action by County Commission: Approval Non-Approval

Official / Department Head

Date:

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:

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

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

ABSENT:

Sam Sandlin

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 OF BUDGET AMENDMENTS TO THE PARKS AND RECREATION FUND

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

(SEE ATTACHED)

BUDGET AMENDMENT PARKS & RECREATION FUND

Oct-19

PARKS & RECRETION EXPENDITURES

Debit

Credit

56700 Parks Expenditures

799 Other Capital Outlay

20,000

PARKS & RECREATION REVENUE

46310 Health Department Programs

20,000

Total

\$ 20,000 \$ 20,000

See memo from John Ross Albertson



October 8, 2019

Honorable Commissioners,

I would like to request to move the \$20,000 deposited to our department fund from the health department to my 56700-799 line item. This funding is from a State health department grant that our department will be using to construct a splash pad in Monterey.

John Ross Albertson

Director of Putnam County Parks and Recreation

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:

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

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

ABSENT:

Sam Sandlin

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 OF A RESOLUTION TO ESTABLISH A PROGRAM TO SUPPLEMENT THE PROPERTY TAX RELIEF PROGRAM OF THE STATE OF TENNESSEE PROVIDED FOR IN TITLE 67, CHAPTER 5, PART 7, OF THE TCA CODE

Commissioner Mike Atwood moved and Commissioner Cathy Reel seconded the motion to approve the Resolution to Establish a Program to Supplement the Property Tax Relief Program of the State of Tennessee provided for in Title 67, chapter 5, Part 7, of the TCA Code.

(SEE ATTACHED)

RESOLUTION NO. _____

RESOLUTION TO ESTABLISH A PROGRAM TO SUPPLEMENT THE PROPERTY TAX RELIEF PROGRAM OF THE STATE OF TENNESSEE PROVIDED FOR IN TITLE 67, CHAPTER 5, PART 7 OF THE *TENNESSEE CODE ANNOTATED*.

WHEREAS, the Board of Commissioners of Putnam County has recognized the need to provide financial assistance to certain needy citizens of this county; and,

WHEREAS, the State of Tennessee, through its General Assembly, has established a program whereby elderly low-income homeowners, as those taxpayers are defined in *Tennessee Code Annotated, Title 67, Chapter 5, Part 7*, are provided financial assistance through a refund of property taxes paid for by a state appropriation; and

WHEREAS, the General Assembly, in passing Chapter 739 of the Public Acts of 2006, amended *Tennessee Code Annotated § 67-5-701(j)* to provide that any county, municipality, or metropolitan government may provide for the appropriation of additional funds to supplement this program for tax relief for elderly low-income homeowners:

NOW, THEREFORE BE IT RESOLVED, by the Board of Commissioners of Putnam County, Tennessee, meeting in regular session on this _____ day of October, 2019, at Cookeville, Tennessee, that;

SECTION 1. The Board of Commissioners of Putnam hereby expresses its intent to exercise the authority provided in *Tennessee Code Annotated § 67-5-701(j)* to provide financial assistance to elderly low-income homeowners, as those taxpayers are defined in *Tennessee Code Annotated § 67-5-702*.

SECTION 2. Only those taxpayers who qualify under *Tennessee Code Annotated § 67-5-702* are eligible for this additional tax relief.

SECTION 3. In order to receive this tax relief, any eligible taxpayer shall have previously applied for and obtained the relief authorized by *Tennessee Code Annotated § 67-5-702* by the State of Tennessee.

SECTION 4. The tax relief authorized by this resolution shall be in an amount determined by annual appropriation and shall be subject to the availability of funds. The amount of tax relief provided to eligible taxpayers shall be up to \$150.00, per residence, provided, that in no event shall the total relief allowed by the state and the county exceed the total taxes actually paid. Subject to the maximum amount of tax relief per residence as stated in the previous sentence, the amount of tax relief per residence shall be calculated using the formula stated in *Tennessee Code Annotated § 67-5-702*.

SECTION 5. The provisions of this resolution shall be administered through the Office of the County Trustee in the same manner as the property tax relief program of the State of Tennessee provided for in Tennessee Code Annotated §§ 67-5-701 – 67-5-702.

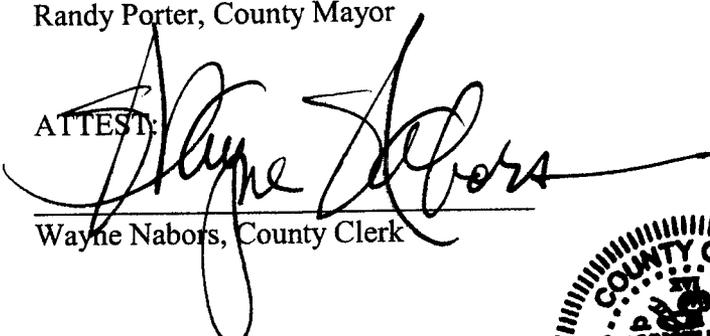
SECTION 6. This Resolution shall be effective upon its passage and approval, the public welfare requiring it.

Adopted this 21st day of October, 2019.

APPROVED:

Randy Porter, County Mayor

ATTEST:



Wayne Nabors, County Clerk



The Chairman asked for discussion on the motion to approve the Resolution to Establish a Program to Supplement the Property Tax Relief Program of the State of Tennessee provided for in Title 67, Chapter 5, Part 7, of the TCA Code. There was none.

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

FOR:

Jonathan A D Williams
Kevin Christopher
Jim Martin
Jerry Ford
Jordan Iwanyszyn
Theresa Tayes
Jerry Roberson
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Mike Atwood

ABSENT:

Sam Sandlin

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 OF THE PURCHASE, ISSUANCE OF DEBT AND THE EXECUTION BY THE COUNTY MAYOR OF ALL DOCUMENTATION RELATED TO THE PURCHASE OF THE NASH-MEDLEY PROPERTIES, SUBJECT TO THE DISCRETION OF THE COUNTY MAYOR AS TO SATISFACTORY SURVEY AND ENVIRONMENTAL REPORTS ON THE SUBJECT PROPERTIES

Commissioner Mike Atwood moved and Commissioner Joe Iwanyszyn seconded the motion to approve the purchase, issuance of debt and the execution by the County Mayor of all documentation related to the purchase of the Nash-Medley properties, subject to the discretion of the County Mayor as to satisfactory survey and environmental reports on the subject properties.

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

MOTION RE: AMEND THE MOTION TO ADD AND APPROVE THE PURCHASE OF THE SHERIDAN PROPERTY TO THE PURCHASE OF THE NASH-MEDLEY PROPERTIES @ \$27,000 PER ACRE AND THE ISSUANCE OF DEBT AND EXECUTION BY THE COUNTY MAYOR OF ALL DOCUMENTATION RELATED TO THE PURCHASE OF THE NASH, MEDLEY, AND SHERIDAN PROPERTIES, SUBJECT TO THE DISCRETION OF THE COUNTY MAYOR AS A SATISFACTORY SURVEY AND ENVIRONMENTAL REPORTS, AS WELL AS SATISFACTORY DUE DILIGENCE ON THE SUBJECT PROPERTIES

Commissioner Jonathan Williams moved and Commissioner Dale Moss seconded the motion to amend to add and approve the purchase of the Sheridan property to the purchase of the Nash-Medley properties @ \$27,000 per acre and the issuance of debt and execution by the County Mayor of all documentation related to the purchase of the Nash, Medley, and Sheridan properties, subject to the discretion of the County Mayor as a satisfactory survey and environmental reports, as well as satisfactory due diligence on the subject properties.

(SEE ATTACHED)



Nash-Medley Property

Nash-Medley Property

Sheridan Property

Buffalo Valley Rd

Buffalo Valley Rd

Apple Ln

Tennessee Ave

Reaser Ln

Nova Cir

Nova Cir

Mine Lick Creek Rd

Park West Dr

Hawkins Crawford Rd

Mine Lick Creek Rd

High Meadow Dr

Hawkins Crawford Rd

Buffalo Valley Rd

Buffalo Valley Rd

Hawkins Crawford Rd

Barlow Dr

Birch Cir

Aspen Dr

Birch Cir

Gayle Cir

Gayle Cir

Gayle Cir

The Chairman asked for discussion on the motion to amend to add and approve the purchase of the Sheridan property to the purchase of the Nash-Medley properties @ \$27,000 per acre and the issuance of debt and execution by the County Mayor of all documentation related to the purchase of the Nash, Medley, and Sheridan properties, subject to the discretion of the County Mayor as a satisfactory survey and environmental reports, as well as satisfactory due diligence on the subject properties. The Commissioners discussed the motion.

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

FOR:

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

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

ABSENT:

Sam Sandlin

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

The Chairman asked the Commissioners to vote on the original motion as amended to add and approve the purchase of the Sheridan property to the purchase of the Nash-Medley properties @ \$27,000 per acre and the issuance of debt and execution by the County Mayor of all documentation related to the purchase of the Nash, Medley, and Sheridan properties, subject to the discretion of the County Mayor as a satisfactory survey and environmental reports, as well as satisfactory due diligence on the subject properties. The Commissioners voted as follows:

FOR:

Jonathan A D Williams
Kevin Christopher
Jim Martin
Jerry Ford
Jordan Iwanyszyn
Jerry Roberson
Cindy Adams
Chris Cassetty
Adam Johnson

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

AGAINST:

Theresa Teyes
Terry Randolph

ABSENT:

Sam Sandlin

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

MOTION RE: FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF A RESOLUTION AUTHORIZING THE ISSUANCE, SALE AND PAYMENT OF NOT TO EXCEED \$5,500,000 OF GENERAL OBLIGATION CAPITAL OUTLAY NOTES OF PUTNAM COUNTY, TENNESSEE; ESTABLISHING THE TERMS THEREOF AND THE DISPOSITION OF PROCEEDS THEREFROM; AND PROVIDING FOR THE LEVY OF AD VALOREM TAXES FOR THE PAYMENT OF THE NOTES

Commissioner Mike Atwood moved and Commissioner Jordan Iwanyszyn seconded the motion to approve a Resolution Authorizing the Issuance, Sale and Payment of not to exceed \$5,500,000 of General Obligation Capital Outlay Notes of Putnam County, Tennessee; Establishing the Terms Thereof and the Disposition of Proceeds Therefrom; and Providing for the Levy of Ad Valorem Taxes for the Payment of the Notes.

(SEE ATTACHED)

A RESOLUTION AUTHORIZING THE ISSUANCE, SALE AND PAYMENT OF NOT TO EXCEED \$5,500,000 OF GENERAL OBLIGATION CAPITAL OUTLAY NOTES OF PUTNAM COUNTY, TENNESSEE; ESTABLISHING THE TERMS THEREOF AND THE DISPOSITION OF PROCEEDS THEREFROM; AND PROVIDING FOR THE LEVY OF AD VALOREM TAXES FOR THE PAYMENT OF THE NOTES.

WHEREAS, Sections 9-21-101 et seq., Tennessee Code Annotated (the "Act"), authorize Tennessee counties to issue general obligation capital outlay notes for a term of up to ten years to finance the acquisition of a fee simple absolute interest in land; and

WHEREAS, the Board of County Commissioners of Putnam County, Tennessee (the "County") hereby determines that it is necessary and advisable to issue not to exceed \$5,500,000 of general obligation capital outlay notes for the purpose of financing the (i) acquisition of a fee simple absolute interest in land for public purposes within the County, including but not limited to fairgrounds and fairgrounds facilities (the "Projects"); (ii) reimbursement of prior expenditures for such Projects, if any; and (iii) payment of costs of issuance in connection with the issuance and sale of the notes; and

WHEREAS, it is the intention of the Board of County Commissioners of the County to adopt this resolution to authorize the issuance, sale and payment of the notes, establish the terms thereof and disposition of proceeds therefrom and provide for the levy of ad valorem taxes for the payment of the notes.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Putnam County, Tennessee, as follows:

Section 1. Authority. The notes authorized by this resolution are issued pursuant to the Act and other applicable provisions of law.

Section 2. Definitions. In addition to the terms defined above, the following terms shall have the following meanings in this resolution unless the text expressly or by necessary implication requires otherwise:

- (a) "Code" means the Internal Revenue Code of 1986, as amended, and all regulations promulgated thereunder.
- (b) "Debt Management Policy" means the Debt Management Policy previously adopted by the Governing Body.
- (c) "Municipal Advisor" means Raymond James & Associates, Inc., Nashville, Tennessee.
- (d) "Notes" means the general obligation capital outlay notes authorized to be issued by this resolution.
- (e) "Projects" means the acquisition of a fee simple absolute interest in land for public purposes within the County, including but not limited to fairgrounds and fairgrounds facilities.
- (f) "Purchaser" means the purchaser of the Notes.

(g) "Registration Agent" means the County Trustee of the County or such other registration and paying agent appointed by the County Mayor pursuant to Section 4 hereof, or any successor designated by the County Mayor.

Section 3. Compliance with Debt Management Policy. The Governing Body hereby finds that the issuance of the Notes is consistent with the terms of the Debt Management Policy. The estimated costs of issuing the Notes and the estimated amortization and the interest rate(s) on the Notes are attached hereto as Exhibit A; provided, however, that the final costs, amortization and interest rates will be determined at the time the Notes are sold.

Section 4. Authorization and Terms of the Notes.

(a) Not to exceed \$5,500,000 of general obligation capital outlay notes of the County are hereby authorized to be issued to finance the Projects and note issuance costs. Subject to any adjustments made by the County Mayor pursuant to Section 7, the Notes shall:

(i) be issued as fully registered, certificated notes (unless otherwise requested by the Purchaser, in which case the Notes may be issued in book-entry form);

(ii) be known as "General Obligation Capital Outlay Notes";

(iii) be dated the date of their issuance;

(iv) bear interest at rates not to exceed the maximum rate permitted by applicable Tennessee law, payable monthly or semiannually;

(v) be issued initially in such denominations as shall be requested by the Purchaser; and

(vi) mature serially or through mandatory redemption on April 1 of each year, commencing on April 1, 2021 and ending April 1, 2025, in principal amounts resulting in approximately level debt service unless otherwise approved by the Director of State and Local Finance; provided that, pursuant to Section 9-21-605, Tennessee Code Annotated, as amended, in no event shall the Notes mature later than the end of the tenth fiscal year following the fiscal year in which the Notes are issued.

(b) Subject to any adjustments made by the County Mayor pursuant to Section 7, the Notes may be redeemed prior to maturity at the option of the County, in whole or part, at any time, at the redemption price of par plus accrued interest to the redemption date. The Notes to be redeemed may be selected by the County except that, if less than all of the Notes within a single serial maturity shall be called for redemption, the interests within the maturity to be redeemed shall be selected by the Registration Agent by lot or such other random manner as the Registration Agent in its discretion shall determine (or, if the Notes are issued in book-entry form, by lot or such other manner as determined by the applicable securities depository).

(c) Pursuant to Section 7 hereof, the County Mayor is authorized to sell the Notes, or any maturities thereof, as term notes ("Term Notes") with mandatory redemption requirements corresponding to the maturities described herein. In the event any or all the Notes are sold as Term Notes, the County shall redeem Term Notes on redemption dates and in principal amounts corresponding to the maturity dates and amounts described herein, at a price of par plus accrued interest thereon to the date of

redemption. Term Notes of a single maturity shall be selected for optional redemption in the same manner described in subsection (b) above.

At its option, to be exercised on or before the forty-fifth (45th) day next preceding any such mandatory redemption date, the County may (i) deliver to the Registration Agent for cancellation Term Notes to be redeemed, in any aggregate principal amount desired, and/or (ii) receive a credit in respect of its redemption obligation under this mandatory redemption provision for any Term Notes of the maturity to be redeemed which prior to said date have been purchased or redeemed (otherwise than through the operation of this mandatory sinking fund redemption provision) and canceled by the Registration Agent and not theretofore applied as a credit against any redemption obligation under this mandatory sinking fund provision. Each Term Note so delivered or previously purchased or redeemed shall be credited by the Registration Agent at 100% of the principal amount thereof on the obligation of the County on such payment date and any excess shall be credited on future redemption obligations in chronological order, and the principal amount of Term Notes to be redeemed by operation of this mandatory sinking fund provision shall be accordingly reduced. The County shall on or before the forty-fifth (45th) day next preceding each payment date furnish the Registration Agent with its certificate indicating whether or not and to what extent the provisions of clauses (i) and (ii) of this subsection are to be availed of with respect to such payment and confirm that funds for the balance of the next succeeding prescribed payment will be paid on or before the next succeeding payment date.

(d) Notice of call for redemption, whether optional or mandatory, shall be given by the Registration Agent on behalf of the County not less than ten (10) nor more than sixty (60) days prior to the date fixed for redemption by sending an appropriate notice to the registered owners of the Notes to be redeemed by first-class mail, postage prepaid, at the addresses shown on the Note registration records of the Registration Agent as of the date of the notice; but neither failure to mail such notice nor any defect in any such notice so mailed shall affect the sufficiency of the proceedings for redemption of any of the Notes for which proper notice was given. The Registration Agent shall mail said notices as and when directed by the County pursuant to written instructions from an authorized representative of the County (other than for a mandatory sinking fund redemption, notices of which shall be given on the dates provided herein) given at least forty-five (45) days prior to the redemption date (unless a shorter notice period shall be satisfactory to the Registration Agent). From and after the redemption date, all Notes called for redemption shall cease to bear interest if funds are available at the office of the Registration Agent for the payment thereof and if notice has been duly provided as set forth herein.

(e) The Governing Body hereby appoints the County Trustee of the County as the Registration Agent for the Notes and hereby authorizes and directs the Registration Agent so appointed to maintain Note registration records with respect to the Notes, to authenticate and deliver the Notes as provided herein, either at original issuance or upon transfer, to effect transfers of the Notes, to give all notices of redemption as required herein, to make all payments of principal and interest with respect to the Notes as provided herein, to cancel and destroy Notes which have been paid at maturity or upon earlier redemption or submitted for exchange or transfer, to furnish the County at least annually a certificate of destruction with respect to Notes canceled and destroyed, and to furnish the County at least annually an audit confirmation of Notes paid, Notes outstanding and payments made with respect to interest on the Notes. Notwithstanding the above, if determined by the County Mayor in consultation with the Municipal Advisor to be in the best interest of the County, the County Mayor is hereby authorized to appoint a Registration Agent for the Notes other than the County Trustee, and the County Mayor and the County Clerk, or either of them, is hereby authorized to execute and the County Clerk is hereby authorized to attest any such written agreement between the County and the Registration Agent as they shall deem necessary or proper with respect to the obligations, duties and rights of the Registration Agent.

(f) The Notes shall be payable, both principal and interest, in lawful money of the United States of America at the main office of the Registration Agent. The Registration Agent shall make all interest payments with respect to the Notes by check or draft on each interest payment date directly to the registered owners as shown on the Note registration records maintained by the Registration Agent as of the close of business on the fifteenth day of the month next preceding the interest payment date (the "Regular Record Date") by depositing said payment in the United States mail, postage prepaid, addressed to such owners at their addresses shown on said Note registration records, without, except for final payment, the presentation or surrender of such registered Notes, and all such payments shall discharge the obligations of the County in respect of such Notes to the extent of the payments so made. Payment of principal of the Notes shall be made upon presentation and surrender of such Notes to the Registration Agent as the same shall become due and payable. All rates of interest specified herein shall be computed on the basis of a three hundred sixty (360) day year composed of twelve (12) months of thirty (30) days each, unless otherwise directed by the County Mayor pursuant to Section 7 herein.

(g) Any interest on any Note that is payable but is not punctually paid or duly provided for on any interest payment date (hereinafter "Defaulted Interest") shall cease to be payable to the registered owner on the relevant Regular Record Date; and, in lieu thereof, such Defaulted Interest shall be paid by the County to the persons in whose names the Notes are registered at the close of business on a date (the "Special Record Date") for the payment of such Defaulted Interest, which shall be fixed in the following manner: the County shall notify the Registration Agent in writing of the amount of Defaulted Interest proposed to be paid on each Note and the date of the proposed payment, and at the same time the County shall deposit with the Registration Agent an amount of money equal to the aggregate amount proposed to be paid in respect of such Defaulted Interest or shall make arrangements satisfactory to the Registration Agent for such deposit prior to the date of the proposed payment, such money when deposited to be held in trust for the benefit of the persons entitled to such Defaulted Interest as in this Section provided. Thereupon, not less than ten (10) days after the receipt by the Registration Agent of the notice of the proposed payment, the Registration Agent shall fix a Special Record Date for the payment of such Defaulted Interest which Date shall be not more than fifteen (15) nor less than ten (10) days prior to the date of the proposed payment to the registered owners. The Registration Agent shall promptly notify the County of such Special Record Date and, in the name and at the expense of the County, not less than ten (10) days prior to such Special Record Date, shall cause notice of the proposed payment of such Defaulted Interest and the Special Record Date therefor to be mailed, first class postage prepaid, to each registered owner at the address thereof as it appears in the Note registration records maintained by the Registration Agent as of the date of such notice. Nothing contained in this Section or in the Notes shall impair any statutory or other rights in law or in equity of any registered owner arising as a result of the failure of the County to punctually pay or duly provide for the payment of principal of and interest on the Notes when due.

(h) The Notes are transferable only by presentation to the Registration Agent by the registered owner, or her legal representative duly authorized in writing, of the registered Note(s) to be transferred with the form of assignment on the reverse side thereof completed in full and signed with the name of the registered owner as it appears upon the face of the Note(s) accompanied by appropriate documentation necessary to prove the legal capacity of any legal representative of the registered owner; provided, however, the County Mayor may provide that the Notes are not transferable without the written consent of the County. Upon receipt of the Note(s) in such form and with such documentation, if any, the Registration Agent shall issue a new Note or the Note to the assignee(s) in such denominations requested by the registered owner requesting transfer. The Registration Agent shall not be required to transfer or exchange any Note during the period commencing on a Regular or Special Record Date and ending on the corresponding interest payment date of such Note, nor to transfer or exchange any Note after the publication of notice calling such Note for redemption has been made, nor to transfer or exchange any Note during the period following the receipt of instructions from the County to call such Note for

redemption; provided, the Registration Agent, at its option, may make transfers after any of said dates. No charge shall be made to any registered owner for the privilege of transferring any Note, provided that any transfer tax relating to such transaction shall be paid by the registered owner requesting transfer. The person in whose name any Note shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and neither the County nor the Registration Agent shall be affected by any notice to the contrary whether or not any payments due on the Notes shall be overdue. The Notes, upon surrender to the Registration Agent, may, at the option of the registered owner, be exchanged for an equal aggregate principal amount of the Notes of the same maturity in any authorized denomination or denominations.

(i) The Notes shall be executed in the manner required by the Act.

(j) The Registration Agent is hereby authorized to authenticate and deliver the Notes to the Purchaser, upon receipt by the County of the proceeds of the sale thereof and to authenticate and deliver Notes in exchange for Notes of the same principal amount delivered for transfer upon receipt of the Note(s) to be transferred in proper form with proper documentation as hereinabove described. The Notes shall not be valid for any purpose unless authenticated by the Registration Agent by the manual signature of an officer thereof on the certificate set forth herein on the Note form.

(k) In case any Note shall become mutilated, or be lost, stolen, or destroyed, the County, in its discretion, shall issue, and the Registration Agent, upon written direction from the County, shall authenticate and deliver, a new Note of like tenor, amount, maturity and date, in exchange and substitution for, and upon the cancellation of, the mutilated Note, or in lieu of and in substitution for such lost, stolen or destroyed Note, or if any such Note shall have matured or shall be about to mature, instead of issuing a substituted Note the County may pay or authorize payment of such Note without surrender thereof. In every case the applicant shall furnish evidence satisfactory to the County and the Registration Agent of the destruction, theft or loss of such Note, and indemnity satisfactory to the County and the Registration Agent; and the County may charge the applicant for the issue of such new Note an amount sufficient to reimburse the County for the expense incurred by it in the issue thereof.

Section 5. Security and Source of Payment; Levy of Tax. The Notes shall be payable from unlimited ad valorem taxes to be levied on all taxable property within the County. For the prompt payment of principal of and interest on the Notes, the full faith and credit of the County are hereby irrevocably pledged. The Governing Body shall annually levy and collect a tax upon all taxable property within the County, in addition to all other taxes authorized by law, sufficient to pay principal of and interest on the Notes when due, and for that purpose there is hereby levied a direct annual tax in such amount as may be found necessary each year to pay the principal and interest coming due on the Notes in said year. Principal and interest on the Notes falling due at any time when there are insufficient funds from this tax levy on hand shall be paid from the current funds of the County and reimbursement therefor shall be made out of the taxes hereby provided to be levied when the same shall have been collected. The tax herein provided shall be reduced to the extent of any other funds, taxes and revenues from the County appropriated to the debt service on the Notes.

Section 6. Form of Notes. The Notes shall be in substantially the following form, the omissions to be appropriately completed when the Notes are prepared and delivered:

(Form of Face of Note)

REGISTERED Number _____	UNITED STATES OF AMERICA STATE OF TENNESSEE	REGISTERED \$ _____
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PUTNAM COUNTY
GENERAL OBLIGATION CAPITAL OUTLAY NOTE,
SERIES _____

Interest Rate: Maturity Date: Date of Note:

Registered Owner:

Principal Amount:

FOR VALUE RECEIVED, Putnam County, Tennessee (the "County") hereby promises to pay to the registered owner hereof, hereinabove named, or registered assigns, in the manner hereinafter provided, the principal amount hereinabove set forth on the maturity date hereinabove set forth (or upon earlier redemption as set forth herein), and to pay interest (computed on the basis of a 360-day year of twelve 30-day months) on said principal amount at the annual rate of interest hereinabove set forth from the date hereof until said maturity date or redemption date, said interest being payable on _____ until this Note matures or is redeemed. The principal hereof and interest hereon are payable in lawful money of the United States of America by check or draft at the principal office of the County Trustee of the County, as registration agent and paying agent (the "Registration Agent"). The Registration Agent shall make all interest payments with respect to this Note on each interest payment date directly to the registered owner hereof shown on the Note registration records maintained by the Registration Agent as of the close of business on the fifteenth day of the month next preceding the interest payment date (the "Regular Record Date") by check or draft mailed to such owner at such owner's address shown on said Note registration records, without, except for final payment, the presentation or surrender of this Note, and all such payments shall discharge the obligations of the County to the extent of the payments so made. Any such interest not so punctually paid or duly provided for on any interest payment date shall forthwith cease to be payable to the registered owner on the relevant Regular Record Date; and, in lieu thereof, such defaulted interest shall be payable to the person in whose name this Note is registered at the close of business on the date (the "Special Record Date") for payment of such defaulted interest to be fixed by the Registration Agent, notice of which shall be given to the owners of the Notes of the issue of which this Note is one not less than ten (10) days prior to such Special Record Date. Payment of principal of this Note shall be made when due upon presentation and surrender of this Note to the Registration Agent.

[The Notes shall be subject to redemption prior to maturity at the option of the County, as a whole or in part, at any time at the redemption price of par plus accrued interest to the redemption date.]

If less than all the Notes shall be called for redemption, the maturities to be redeemed shall be designated by the Board of County Commissioners of the County, in its discretion. If less than all the principal amount of the Notes of a maturity shall be called for redemption, the interests within the maturity to be redeemed shall be selected by the Registration Agent by lot or such other random manner as the Registration Agent in its discretion shall determine.

[Subject to the credit hereinafter provided, the County shall redeem Notes maturing _____ on the redemption dates set forth below opposite the maturity dates, in aggregate principal amounts equal to the respective dollar amounts set forth below opposite the respective redemption dates at a price of par plus accrued interest thereon to the date of redemption. The Notes to be redeemed within a maturity shall be selected by the Registration Agent by lot or such other random manner as the Registration Agent in its discretion shall select. The dates of redemption and principal amount of Notes to be redeemed on said dates are as follows:

Final
Maturity

Redemption
Date

Principal
Amount
of Notes
Redeemed

***Final Maturity**

At its option, to be exercised on or before the forty-fifth (45th) day next preceding any such redemption date, the County may (i) deliver to the Registration Agent for cancellation Notes to be redeemed, in any aggregate principal amount desired, and/or (ii) receive a credit in respect of its redemption obligation under this mandatory redemption provision for any Notes of the maturity to be redeemed which prior to said date have been purchased or redeemed (otherwise than through the operation of this mandatory sinking fund redemption provision) and canceled by the Registration Agent and not theretofore applied as a credit against any redemption obligation under this mandatory sinking fund provision. Each Note so delivered or previously purchased or redeemed shall be credited by the Registration Agent at 100% of the principal amount thereof on the obligation of the County on such payment date and any excess shall be credited on future redemption obligations in chronological order, and the principal amount of Notes to be redeemed by operation of this mandatory sinking fund provision shall be accordingly reduced. The County shall on or before the forty-fifth (45th) day next preceding each payment date furnish the Registration Agent with its certificate indicating whether or not and to what extent the provisions of clauses (i) and (ii) of this subsection are to be availed of with respect to such payment and confirm that funds for the balance of the next succeeding prescribed payment will be paid on or before the next succeeding payment date.]

Notice of call for redemption, whether optional or mandatory, shall be given by the Registration Agent not less than ten (10) nor more than sixty (60) days prior to the date fixed for redemption by sending an appropriate notice to the registered owners of the Notes to be redeemed by first-class mail, postage prepaid, at the addresses shown on the Note registration records of the Registration Agent as of the date of the notice; but neither failure to mail such notice nor any defect in any such notice so mailed shall affect the sufficiency of the proceedings for the redemption of any of the Notes for which proper notice was given. From and after any redemption date, all Notes called for redemption shall cease to bear interest if funds are available at the office of the Registration Agent for the payment thereof and if notice has been duly provided as set forth in the Resolution, as hereafter defined.

This Note is transferable by the registered owner hereof in person or by such owner's attorney duly authorized in writing at the principal corporate trust office of the Registration Agent set forth on the front side hereof, but only in the manner, subject to limitations and upon payment of the charges provided in the Resolution, as hereafter defined, and upon surrender and cancellation of this Note. Upon such transfer a new Note or Notes of authorized denominations of the same maturity and interest rate for the same aggregate principal amount will be issued to the transferee in exchange therefor. The Notes are transferable only with the written consent of the County. The person in whose name this Note is registered shall be deemed and regarded as the absolute owner thereof for all purposes and neither the County nor the Registration Agent shall be affected by any notice to the contrary whether or not any payments due on the Note shall be overdue. Notes, upon surrender to the Registration Agent may, at the option of the registered owner thereof, be exchanged for an equal aggregate principal amount of the Notes of the same maturity in authorized denomination or denominations, upon the terms set forth in the Resolution. The Registration Agent shall not be required to [transfer or] exchange any Note during the

period commencing on a Regular Record Date or Special Record Date and ending on the corresponding interest payment date of such Note, nor to transfer or exchange any Note after the notice calling such Note for redemption has been made, nor during a period following the receipt of instructions from the County to call such Note for redemption.

This Note is one of a total authorized issue aggregating \$_____ and issued by the County for the purpose of providing funds to finance (i) the acquisition of a fee simple absolute interest in land for public purposes within the County, including but not limited to fairgrounds and fairgrounds facilities; (ii) the reimbursement of the County for prior costs; and (iii) the payment of Note issuance costs, if any, pursuant to Sections 9-21-101 *et seq.*, Tennessee Code Annotated, and pursuant to a resolution duly adopted by the Board of County Commissioners of the County on October 21, 2019 (the "Resolution").

This Note is payable from unlimited ad valorem taxes to be levied on all taxable property within the County. For the prompt payment of principal of and interest on this Note, the full faith and credit of the County are irrevocably pledged. For a more complete statement of the general covenants and provisions pursuant to which this Note is issued, reference is hereby made to the Resolution.

This Note and the income therefrom are exempt from all present state, County and municipal taxes in Tennessee except (a) Tennessee excise taxes on interest on the Note during the period the Note is held or beneficially owned by any organization or entity, other than a sole proprietorship or general partnership, doing business in the State of Tennessee and (b) Tennessee franchise taxes by reason of the inclusion of the book value of the Note in the Tennessee franchise tax base of any organization or entity, other than a sole proprietorship or general partnership, doing business in the State of Tennessee.

It is hereby certified, recited, and declared that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of this Note exist, have happened and have been performed in due time, form and manner as required by law, and that the amount of this Note, together with all other indebtedness of the County, does not exceed any limitation prescribed by the constitution and statutes of the State of Tennessee.

IN WITNESS WHEREOF, the County has caused this Note to be signed by its County Mayor and attested by its County Clerk under the corporate seal of the County, all as of the date hereinabove set forth.

PUTNAM COUNTY, TENNESSEE

FORM—DO NOT SIGN
County Mayor

(SEAL)

ATTESTED:

FORM—DO NOT SIGN
County Clerk

Transferable and payable at the principal office of:

County Trustee
Cookeville, Tennessee

Date of Registration: _____

This Note is one of the Notes issued pursuant to the Resolution hereinabove described.

COUNTY TRUSTEE
Registration Agent

FORM—DO NOT SIGN

County Trustee

(FORM OF ASSIGNMENT)

FOR VALUE RECEIVED, the undersigned sells, assigns, and transfers unto _____, whose address is _____ (Please insert Federal Identification or Social Security Number of Assignee _____), the within Note of Putnam County, Tennessee, and does hereby irrevocably constitute and appoint _____, attorney, to transfer the said Note on the records kept for registration thereof with full power of substitution in the premises.

Dated: _____

NOTICE: The signature to this assignment must correspond with the name of the registered owner as it appears on the face of the within Note in every particular, without alteration or enlargement or any change whatsoever.

Signature guaranteed:

NOTICE: Signature(s) must be guaranteed by a member firm of a Medallion Program acceptable to the Registration Agent.

Section 7. Sale of Notes.

(a) The Notes may be sold by informal bid or by private negotiated sale to the Purchaser, as shall be determined by the County Mayor, in consultation with the Municipal Advisor and in compliance with the Act. The Notes shall be offered at a price of not less than 99% of par, as a whole or in part from time to time as shall be determined by the County Mayor. The County Mayor is authorized to execute and the County Clerk to attest an award certificate or a note purchase agreement, as applicable, providing the details of the terms of the sale. The sale of any emission of the Notes to the Purchaser shall be binding on the County, and no further action of the Governing Body with respect thereto shall be required.

- (b) The County Mayor, in consultation with the Municipal Advisor, is further authorized to:
- (1) change the dated date of the Notes to a date other than the date of issuance;
 - (2) change the designation of the Notes from “General Obligation Capital Outlay Notes” and to specify the series designation of the Notes;
 - (3) change the manner of calculating interest on the Notes from that provided herein;
 - (4) establish the interest payment dates for the Notes, provided that the first interest payment date may not be more than twelve months following the issuance of the Notes;
 - (5) establish the principal payment dates and maturity or mandatory redemption amounts for the Notes; provided that in no event shall the Notes mature later than the end of the tenth fiscal year following the fiscal year in which the Notes are issued;
 - (6) adjust or remove the optional redemption provisions of the Notes;
 - (7) adjust authorized denominations;
 - (8) sell all or a portion of the Notes as Term Notes;
 - (9) cause all or a portion of the Notes to be insured by a bond insurance policy issued by a nationally recognized bond insurance company to achieve the purposes set forth herein and to serve the best interests of the County and to enter into agreements with such insurance company with respect to any series of Notes to the extent not inconsistent with this Resolution; and
 - (10) provide for the transferability and restrictions on transferability of the Notes in accordance with the terms of this Resolution.

(c) The officers of the County are authorized to execute, publish, and deliver all certificates and documents as they shall deem necessary in connection with the sale and delivery of the Notes.

(d) The County Mayor is hereby authorized to enter into an agreement with the Municipal Advisor and Bass, Berry & Sims PLC (“Bond Counsel”) to serve as municipal advisor and bond counsel, respectively, in connection with the Notes. The form of Municipal Advisor Agreement is attached in substantial form as Exhibit B hereto. The form of engagement letter with Bond Counsel is attached in substantial form as Exhibit C hereto. All actions heretofore taken with respect to the agreements of the Municipal Advisor and Bond Counsel are hereby ratified and approved.

(e) The Notes may not be issued until the County has received the approval of the Director of State and Local Finance, as required by the Act.

(f) The form of the Note as set forth in Section 6 hereof shall be conformed to any modifications provided in this Section 7.

(g) Notwithstanding anything herein to the contrary, the Notes may be sold in multiple emissions, as directed by the County Mayor.

Section 8. Disposition of Note Proceeds. The proceeds of the sale of the Notes shall be deposited with a financial institution regulated by the Federal Deposit Insurance Corporation or similar federal agency in a special fund known as the 2019 Land Acquisition Fund, or such other designation as shall be determined by the County Mayor (the "Construction Fund"), to be accounted for separate and apart from all other funds of the County. The County shall disburse funds in the Construction Fund to pay costs of issuance of the Notes, including necessary legal, accounting and fiscal expenses, printing, engraving, advertising and similar expenses, administrative and clerical costs, bond insurance premiums, if any, and other necessary miscellaneous expenses incurred in connection with the issuance and sale of the Notes. The remaining funds in the Construction Fund shall be disbursed solely to pay the costs of the Projects. Money in the Construction Fund shall be secured in the manner prescribed by applicable statutes relative to the securing of public or trust funds, if any, or, in the absence of such a statute, by a pledge of readily marketable securities having at all times a market value of not less than the amount in said Construction Fund. Money in the Construction Fund shall be expended only for the purposes authorized by this resolution and earnings thereon shall be retained in the Construction Fund. Any funds remaining in the Construction Fund after completion of the Projects and payment of authorized expenses shall be used to pay principal of and interest on the Notes.

Section 9. Tax Matters.

(a) The Notes are anticipated to be issued on a federally tax-exempt basis. In such event, the County hereby covenants that it will not use, or permit the use of, any proceeds of the Notes in a manner that would cause the Notes to be subjected to treatment under Section 148 of the Code, and applicable regulations thereunder, as an "arbitrage bond". To that end, the County shall comply with applicable regulations adopted under said Section 148. The County further covenants with the registered owners from time to time of the Notes that it will, throughout the term of the Notes and through the date that the final rebate, if any, must be made to the United States in accordance with Section 148 of the Code, comply with the provisions of Sections 103 and 141 through 150 of the Code and all regulations proposed and promulgated thereunder that must be satisfied in order that interest on the Notes shall be and continue to be excluded from gross income for federal income tax purposes under Section 103 of the Code.

(b) It is reasonably expected that the County will reimburse itself for certain expenditures made by it in connection with the Projects by issuing the Notes. This resolution shall be placed in the minutes of the Governing Body and shall be made available for inspection by the general public at the office of the Governing Body. This resolution constitutes a declaration of official intent under Treas. Reg. §1.150-2.

(c) The Governing Body hereby delegates to the County Mayor the authority to designate, and determine whether to designate, the Notes as "qualified tax-exempt obligations," as defined in Section 265 of the Code, to the extent the Notes are not deemed designated as such and may be designated as such.

(d) The appropriate officers of the County are authorized and directed, on behalf of the County, to execute and deliver all such certificates and documents that may be required of the County in order to comply with the provisions of this Section related to the issuance of the Notes and to administer the County's Federal Tax Compliance Policies and Procedures with respect to the Notes.

Section 10. Discharge and Satisfaction of Notes. If the County shall pay and discharge the indebtedness evidenced by any of the Notes in any one or more of the following ways:

(a) By paying or causing to be paid, by deposit of sufficient funds as and when required with the Registration Agent, the principal of and interest on such Notes as and when the same become due and payable;

(b) By depositing or causing to be deposited with any trust company or financial institution whose deposits are insured by the Federal Deposit Insurance Corporation or similar federal agency and which has trust powers (an "Agent"; which Agent may be the Registration Agent) in trust or escrow, on or before the date of maturity or redemption, sufficient money or Federal Obligations, as hereafter defined, the principal of and interest on which, when due and payable, will provide sufficient moneys to pay or redeem such Notes and to pay interest thereon when due until the maturity or redemption date (provided, if such Notes are to be redeemed prior to maturity thereof, proper notice of such redemption shall have been given or adequate provision shall have been made for the giving of such notice);

(c) By delivering such Notes to the Registration Agent, for cancellation by it;

and if the County shall also pay or cause to be paid all other sums payable hereunder by the County with respect to such Notes, or make adequate provision therefor, and by resolution of the Governing Body instruct any such Agent to pay amounts when and as required to the Registration Agent for the payment of principal of and interest on such Notes when due, then and in that case the indebtedness evidenced by such Notes shall be discharged and satisfied and all covenants, agreements and obligations of the County to the holders of such Notes shall be fully discharged and satisfied and shall thereupon cease, terminate and become void.

If the County shall pay and discharge the indebtedness evidenced by any of the Notes in the manner provided in either clause (a) or clause (b) above, then the registered owners thereof shall thereafter be entitled only to payment out of the money or Federal Obligations deposited as aforesaid.

Except as otherwise provided in this Section, neither Federal Obligations nor moneys deposited with the Registration Agent pursuant to this Section nor principal or interest payments on any such Federal Obligations shall be withdrawn or used for any purpose other than, and shall be held in trust for, the payment of the principal and interest on said Notes; provided that any cash received from such principal or interest payments on such Federal Obligations deposited with the Registration Agent, (A) to the extent such cash will not be required at any time for such purpose, shall be paid over to the County as received by the Registration Agent and (B) to the extent such cash will be required for such purpose at a later date, shall, to the extent practicable, be reinvested in Federal Obligations maturing at times and in amounts sufficient to pay when due the principal and interest to become due on said Notes on or prior to such redemption date or maturity date thereof, as the case may be, and interest earned from such reinvestments shall be paid over to the County, as received by the Registration Agent. For the purposes of this Section, Federal Obligations shall mean direct obligations of, or obligations, the principal of and interest on which are guaranteed by, the United States of America, or any agency thereof, obligations of any agency or instrumentality of the United States or any other obligations at the time of the purchase thereof are permitted investments under Tennessee law for the purposes described in this Section, which notes or other obligations shall not be subject to redemption prior to their maturity other than at the option of the registered owner thereof.

Section 11. Official Statement. If required by Rule 15c2-12 of the Securities and Exchange Commission, the officers of the County are hereby authorized and directed to provide for the preparation and distribution of a Preliminary Official Statement and Official Statement describing the Notes, and to deem the Preliminary Statement as final, all in the manner required by such Rule. The distribution of the Preliminary Official Statement and the Official Statement in final form shall be conclusive evidence that each has been deemed in final form as of its date by the County except for the omission in the Preliminary

Official Statement of pricing and other information. The officers of the County are also authorized to prepare and distribute an offering circular, if deemed advisable by the Municipal Advisor, in connection with a sale of the Notes for which an Official Statement is not required.

Section 12. Continuing Disclosure. The County hereby covenants and agrees that it will provide annual financial information and event notices if and as required by Rule 15c2-12 of the Securities Exchange Commission for the Notes. If required, the County Mayor is authorized to execute an agreement for the benefit of the owners of the Notes satisfying the terms of Rule 15c2-12.

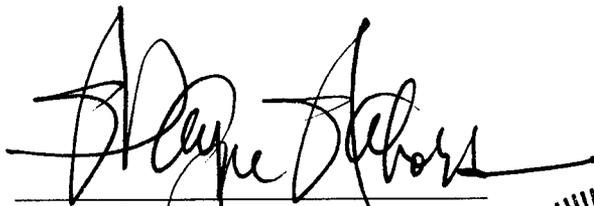
Section 13. Resolution a Contract. The provisions of this resolution shall constitute a contract between the County and the registered owners of the Notes, and after the issuance of the Notes, no change, variation or alteration of any kind in the provisions of this resolution altering payment provisions or security for the Notes shall be made in any manner until such time as the Notes and interest due thereon shall have been paid in full.

Section 14. Additional Authorization and Ratification. Any and all other actions heretofore taken on behalf of the County by its officers in furtherance of the purposes of this resolution, and all acts of the officers of the County that are in conformity with the purposes and intent of this resolution, are hereby approved, ratified and confirmed in all respects.

Section 15. Separability. If any section, paragraph or provision of this resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this resolution.

Section 16. Effective Date and Repeal of Conflicting Resolutions. All other resolutions and orders, or parts thereof in conflict with the provisions of this resolution, are, to the extent of such conflict, hereby repealed and this resolution shall be in immediate effect from and after its adoption.

Adopted and approved on October 21, 2019.



County Clerk



County Mayor



The Chairman asked for discussion on the motion to approve a Resolution Authorizing the Issuance, Sale and Payment of not to exceed \$5,500,000 of General Obligation Capital Outlay Notes of Putnam County, Tennessee; Establishing the Terms Thereof and the Disposition of Proceeds Therefrom; and Providing for the Levy of Ad Valorem Taxes for the Payment of the Notes. The Commissioners discussed the motion.

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

FOR:

Jonathan A D Williams
Kevin Christopher
Jim Martin
Jerry Ford
Jordan Iwanyszyn
Theresa Tayes
Jerry Roberson
Cindy Adams
Chris Cassetty
Adam Johnson

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

AGAINST:

Terry Randolph

ABSENT:

Sam Sandlin

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

NOMINATING COMMITTEE:

MOTION RE: NOMINATING COMMITTEE RECOMMENDS APPROVAL OF THE APPOINTMENT OF MIKE PHILLIPS AS FULL TIME JUDICIAL COMMISSIONER FOR A 4 YEAR TERM TO EXPIRE AUGUST 2023

Commissioner Terry Randolph moved and Commissioner Kim Bradford seconded the motion to approve the appointment of Mike Phillips as full time Judicial Commissioner for a 4 year term to expire August 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.

**MOTION RE: NOMINATING COMMITTEE RECOMMENDS APPROVAL OF THE FOLLOWING APPOINTMENTS TO THE AUDIT COMMITTEE FOR 2 YEAR TERMS TO EXPIRE OCTOBER 2021: BEN RODGERS
JIM MARTIN
MIKE ATWOOD**

Commissioner Terry Randolph moved and Commissioner A J Donadio seconded the motion to approve the appointments of Ben Rodgers, Jim Martin, and Mike Atwood to the Audit Committee for 2 year terms to expire October 2021.

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 Jordan Iwanyszyn 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 October 21, 2019

LINDA BEATY
LORA BOHANNON
LISA L BOWDEN
RAYMOND D BOWMAN
SHAWNA M BROWN
DEBBIE BURCHETT
TAMMIE CARR
CAROL A CARTER
BEVERLY COATES
LUKE ELDRIDGE
DONNA C ELDRIDGE
KRYSTLE M ERION
VICTOR HUGO GERNT III
CHRISTY GILDAY
PATRICIA GROSSARTH

ROBERTA M HAWN
DEBORAH L LAYTON
SHANNON M LEE
JAMES A LYNN
LAUREN E RICE
JESSICA RICHARDSON
ASHLEY SHOEMAKE
DEBBIE STINSON
MONA RUTH TAYLOR
VICKIE H VILA
BRITTANY WEST
ROGER WILMOTH
BRADFORD GLENN WOOD JR
SHAWNA J WORTHINGTON

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

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

ABSENT:

Sam Sandlin

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

OTHER NEW BUSINESS:

RECOGNIZE CASH FLOW ANALYSIS FOR THE GENERAL PURPOSE SCHOOL FUND

No action required for minutes only.

(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

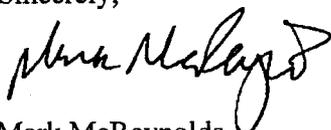
October 4, 2019

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,

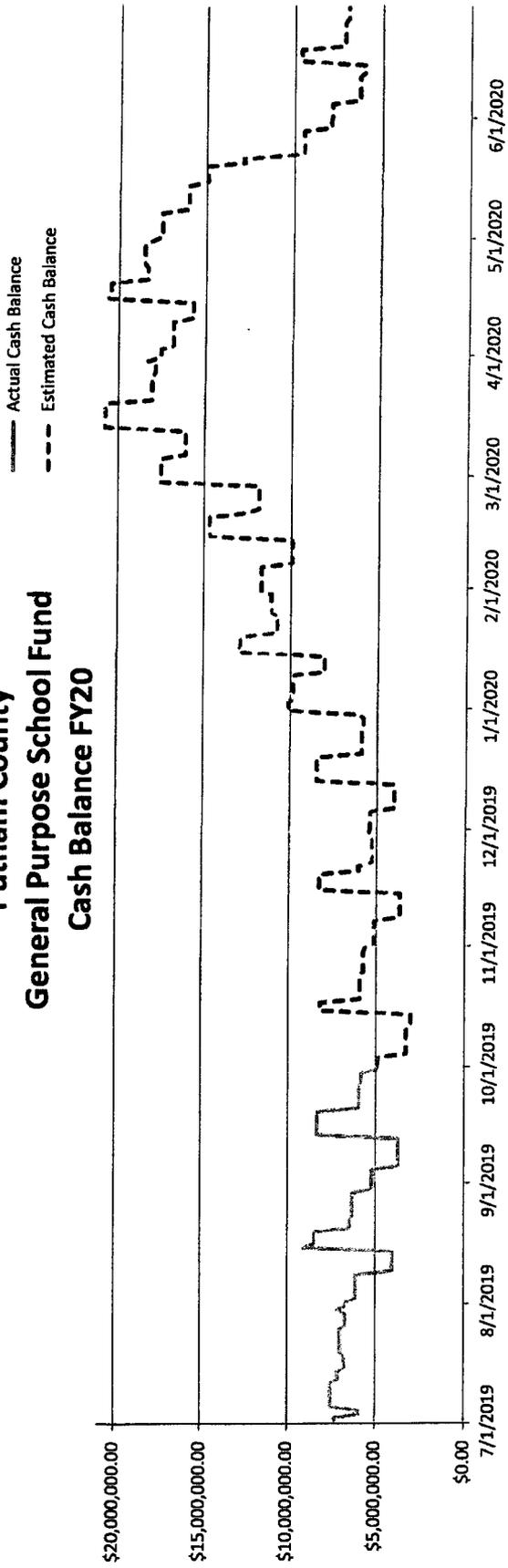


Mark McReynolds
Putnam County Board of Education

Enclosures:

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

**Putnam County
General Purpose School Fund
Cash Balance FY20**



Date	Actual Cash Balance	Estimated Cash Balance
7/1/2019	\$ 6,897,164.99	\$ -
8/1/2019	\$ 6,700,662.70	\$ -
9/1/2019	\$ 5,198,740.43	\$ -
10/1/2019	\$ 4,902,415.95	\$ -
11/1/2019	\$ -	\$ -
12/1/2019	\$ -	\$ -
1/1/2020	\$ -	\$ -
2/1/2020	\$ -	\$ -
3/1/2020	\$ -	\$ -
4/1/2020	\$ -	\$ -
5/1/2020	\$ -	\$ -
6/1/2020	\$ -	\$ -

**RECOGNIZE THE AMENDMENT TO THE SHERIFF'S OFFICE'S PERSONNEL
POLICY**

No action required for minutes only.

(SEE ATTACHED)



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

DATE: October 1, 2019

TO: Honorable County Commissioners

SUBJECT: Policy Differences for Sheriff's Office

Based on a review of the Putnam County Sheriff's Office policies by County Attorney Jeffrey G. Jones it is requested that two policies be read into the County Commission Minutes.

The Sheriff's Office vacation leave policy regarding accrual and use differ from that of the County policy. The Sheriff's Office policy concerning Non-Discrimination and Sexual Harassment also differs. The policies are attached for your review.

Thanking you for your consideration,

Sheriff Eddie Farris

Sheriff Eddie Farris

315 Discriminatory Harassment

315.1 PURPOSE AND SCOPE

The purpose of this policy is to prevent office members from being subjected to discriminatory harassment, including sexual harassment and retaliation. Nothing in this policy is intended to create a legal or employment right or duty that is not created by law.

315.2 POLICY

The Putnam County Sheriff's Office is an equal opportunity employer and is committed to creating and maintaining a work environment that is free of all forms of discriminatory harassment, including sexual harassment and retaliation. The Office will not tolerate discrimination against a member in hiring, promotion, discharge, compensation, fringe benefits and other privileges of employment. The Office will take preventive and corrective action to address any behavior that violates this policy or the rights and privileges it is designed to protect.

The nondiscrimination policies of the Office may be more comprehensive than state or federal law. Conduct that violates this policy may not violate state or federal law but still could subject a member to discipline. *[A.S.6.1]*

315.3 DEFINITIONS

Definitions related to this policy include:

Harassment is unwelcome conduct that is based on race, color, religion, sex (including pregnancy), national origin, age (40 or older), disability or genetic information.

315.3.1 DISCRIMINATION

The Putnam County Sheriff's Office prohibits all forms of discrimination, including any employment-related action by a member that adversely affects an applicant or member and is based on race, color, religion, sex, age, national origin or ancestry, genetic information, disability, military service, sexual orientation and other classifications protected by law.

Discriminatory harassment, including sexual harassment, is verbal or physical conduct that demeans or shows hostility or aversion toward an individual based upon that individual's protected class. It has the effect of interfering with an individual's work performance or creating a hostile or abusive work environment.

Conduct that may, under certain circumstances, constitute discriminatory harassment can include making derogatory comments, crude and offensive statements or remarks; making slurs or off-color jokes; stereotyping; engaging in threatening acts; making indecent gestures, pictures, cartoons, posters or material; making inappropriate physical contact; or using written material or office equipment and/or systems to transmit or receive offensive material, statements or pictures. Such conduct is contrary to office policy and to a work environment that is free of discrimination.

315.3.2 RETALIATION

Retaliation is treating a person differently or engaging in acts of reprisal or intimidation against the person because he/she has engaged in protected activity, filed a charge of discrimination, participated in an investigation or opposed a discriminatory practice. Retaliation will not be tolerated.

315.3.3 SEXUAL HARASSMENT

The Putnam County Sheriff's Office prohibits all forms of discrimination and discriminatory harassment, including sexual harassment. It is unlawful to harass an applicant or a member because of that person's sex.

Sexual harassment includes, but is not limited to, unwelcome sexual advances, requests for sexual favors or other verbal, visual or physical conduct of a sexual nature when:

- a. Submission to such conduct is made either explicitly or implicitly as a term or condition of employment, position or compensation.
- b. Submission to, or rejection of, such conduct is used as the basis for any employment decisions affecting the member.
- c. Such conduct has the purpose or effect of substantially interfering with a member's work performance or creating an intimidating, hostile, or offensive work environment.

315.3.4 ADDITIONAL CONSIDERATIONS

Discrimination and discriminatory harassment do not include actions that are in accordance with established rules, principles or standards, including:

- a. Acts or omission of acts based solely upon bona fide occupational qualifications under the Equal Employment Opportunity Commission and the Tennessee Commission on Human Rights (TCHR) guidelines.
- b. Bona fide requests or demands by a supervisor that a member improve his/her work quality or output, that the member report to the job site on time, that the member comply with County or office rules or regulations, or any other appropriate work-related communication between supervisor and member.

315.4 RESPONSIBILITIES

This policy applies to all Sheriff's Office members, who shall follow the intent of these guidelines in a manner that reflects office policy, professional law enforcement standards and the best interest of the Office and its mission.

Members are encouraged to promptly report any discriminatory, retaliatory or harassing conduct or known violations of this policy to a supervisor. Any member who is not comfortable with reporting violations of this policy to his/her immediate supervisor may bypass the chain of command and make the report to a higher ranking supervisor or manager. Complaints may also be filed with the Sheriff, the Director of Human Resources or the Major.

Any member who believes, in good faith, that he/she has been discriminated against, harassed or subjected to retaliation, or who has observed harassment, discrimination or retaliation, is encouraged to promptly report such conduct in accordance with the procedures set forth in this policy.

Supervisors and managers receiving information regarding alleged violations of this policy shall determine if there is any basis for the allegation and shall proceed with a resolution as stated below.

315.4.1 QUESTIONS OR CLARIFICATION

Members with questions regarding what constitutes discrimination, sexual harassment or retaliation are encouraged to contact a supervisor, a manager, the Sheriff, the Director of Human Resources or the Major for further information, direction or clarification.

315.4.2 SUPERVISOR RESPONSIBILITIES

The responsibilities of each supervisor and manager shall include, but are not limited to:

- a. Continually monitoring the work environment and striving to ensure that it is free from all types of unlawful discrimination, including harassment or retaliation.
- b. Taking prompt, appropriate action within their work units to avoid and minimize the incidence of any form of discrimination, harassment or retaliation.
- c. Ensuring that their subordinates understand their responsibilities under this policy.
- d. Ensuring that members who make complaints or who oppose any unlawful employment practices are protected from retaliation and that such matters are kept confidential to the extent possible.
- e. Making a timely determination regarding the substance of any allegation based upon all available facts.
- f. Notifying the Sheriff or Director of Human Resources in writing of the circumstances surrounding any reported allegations or observed acts of discrimination, harassment or retaliation no later than the next business day.

315.4.3 SUPERVISOR'S ROLE

Because of differences in individual values, supervisors and managers may find it difficult to recognize that their behavior or the behavior of others is discriminatory, harassing or retaliatory. Supervisors and managers shall be aware of the following:

- a. Behavior of supervisors and managers should represent the values of the Office and professional law enforcement standards.
- b. False or mistaken accusations of discrimination, harassment or retaliation can have negative effects on the careers of innocent members.

Nothing in this section shall be construed to prevent supervisors or managers from discharging supervisory or management responsibilities, such as determining duty assignments, evaluating or counseling members or issuing discipline in a manner that is consistent with established procedures.

315.5 INVESTIGATION OF COMPLAINTS

Various methods of resolution exist. During the pendency of any such investigation, the supervisor of the involved member should take prompt and reasonable steps to mitigate or eliminate any continuing abusive or hostile work environment. It is the policy of the Office that all complaints of discrimination, retaliation or harassment shall be fully documented and promptly and thoroughly investigated. *[A.S.6.1]*

315.5.1 SUPERVISORY RESOLUTION

Members who believe they are experiencing discrimination, harassment or retaliation should be encouraged to inform the individual that his/her behavior is unwelcome, offensive, unprofessional or inappropriate. However, if the member feels uncomfortable or threatened or has difficulty expressing his/her concern, or if this does not resolve the concern, assistance should be sought from a supervisor or manager who is a rank higher than the alleged transgressor.

315.5.2 FORMAL INVESTIGATION

If the complaint cannot be satisfactorily resolved through the supervisory resolution process, a formal investigation will be conducted.

The person assigned to investigate the complaint will have full authority to investigate all aspects of the complaint. Investigative authority includes access to records and the cooperation of any members involved. No influence will be used to suppress any complaint and no member will be subject to retaliation or reprisal for filing a complaint, encouraging others to file a complaint or for offering testimony or evidence in any investigation.

Formal investigation of the complaint will be confidential to the extent possible and will include, but is not limited to, details of the specific incident, frequency and dates of occurrences and names of any witnesses. Witnesses will be advised regarding the prohibition against retaliation, and that a disciplinary process, up to and including termination, may result if retaliation occurs.

Members, who believe they have been discriminated against, harassed or retaliated against because of their protected status are encouraged to follow the chain of command but may also file a complaint directly with the Sheriff, Director of Human Resources or the Major.

315.5.3 ALTERNATIVE COMPLAINT PROCESS

No provision of this policy shall be construed to prevent any member from seeking legal redress outside the Office. Members who believe that they have been harassed, discriminated or retaliated against are entitled to bring complaints of employment discrimination to federal, state and/or local agencies responsible for investigating such allegations. Specific time limitations apply to the filing of such charges. Members are advised that proceeding with complaints under the provisions of this policy does not in any way affect those filing requirements.

315.6 DOCUMENTATION OF COMPLAINTS

All complaints or allegations shall be thoroughly documented on the appropriate forms and in a manner designated by the Sheriff. The outcome of all reports shall be:

- a. Approved by the Sheriff, the Major or the Director of Human Resources, depending on the ranks of the involved parties.
- b. Maintained in accordance with the established records retention schedule.

315.6.1 NOTIFICATION OF DISPOSITION

The complainant and/or victim will be notified in writing of the disposition of the investigation and the actions taken to remedy or address the circumstances giving rise to the complaint.

315.7 TRAINING

All new members shall be provided with a copy of this policy as part of their orientation. The policy shall be reviewed with each new member. The member shall certify by signing the prescribed form that he/she has been advised of this policy, is aware of and understands its contents and agrees to abide by its provisions during his/her term with the Office.

All members shall receive annual training on the requirements of this policy and shall certify by signing the prescribed form that they have reviewed the policy, understand its contents and agree that they will continue to abide by its provisions.

1007.4 ADMINISTRATIVE LEAVE

An employee may be placed on administrative at the discretion of their division commander and/or the Sheriff. Administrative leave may be utilized when an investigation into an employees alleged misconduct and may be with or without pay, depending on the severity of the allegations and is at the discretion of the division commander. *[A.S.6.5 (A)]*

1007.5 USE OF VACATION TIME

Employee vacation time accrues as follows; Employees with one to five (1-5) years of service will accrue 40 hours of vacation time annually. Employees with six to fourteen (6-14) years of service will accrue 80 hours of vacation time annually. Employees with fifteen (15 or more) years of service will accrue 120 hours of vacation time annually. Employees wanting to take vacation time should request time in writing from their immediate supervisor at least two-weeks in advance unless exigent circumstances exist. Use of vacation time may be denied due to minimum staffing levels. Unused vacation time shall be converted to sick time July 1st annually; vacation time will be made available also on July 1st also annually. New employees shall receive 40 hours of vacation time on their one year anniversary hire date. *[A.S.6.5 (D)]*

1007.6 USE OF BEREAVEMENT LEAVE

In the event of the death of an employee's immediate family member, the employee will be granted three (3) work days with pay. Immediate family shall include the following: *[A.S.6.5 (E)]*

- Spouse
- Children
- Step-Children
- Grandchildren
- Brother
- Sister
- Parents
- Step-Parents
- Parents of Spouse
- Grandparents of employee or spouse of employees grandparents

1007.7 MILITARY LEAVE

An employee that is a member of the National Guard or any Reserve component of the United States Military, shall be entitled and granted a leave of absence from his/her duties without the loss of pay, time, sick leave or position, for all the days the employee is ordered to military duty, not to exceed fifteen (15) calendar days per year. An employee shall submit a certificate of military duty or training (orders) prior to granting said leave. *[A.S.6.5 (F)]*

1007.8 PAID HOLIDAYS

County Employees are given the benefit of paid Federal, State and County Holidays as deemed by the County Executive. *[A.S.6.5 (B)]*

**SELECTION OF 4 MEMBERS TO SERVE ON THE RULES COMMITTEE BY THE
COMMISSION CHAIRMAN: JONATHAN A D WILLIAMS
JIM MARTIN
JORDAN IWANYSZYN
CHRIS CASSETTY**

ANNOUNCEMENTS AND STATEMENTS:

**EMPLOYEE OF MONTH: JULIE CHAMBERS – JUDICIAL DISTRICT DRUG
COURT CO-ORDINATOR**

**SPECIAL RECOGNITION OF THE MONTH: MIKE CAMPBELL FORMER SR.
PASTOR OF TRINITY ASSEMBLY OF GOD - ALGOOD**

(SEE ATTACHED)

EMPLOYEE OF THE MONTH

FOR OCTOBER 2019

JULIE CHAMBERS

Judicial District Drug Court Co-ordinator

CITIZEN OF THE MONTH

FOR OCTOBER 2019

MIKE CAMPBELL

Former Sr. Pastor of Trinity Assembly of God- Algood

MOTION RE: ADJOURN

Commissioner Jimmy Neal moved and Commissioner Danny Holmes 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: October 9, 2019

RE: Planning Committee Agenda

Listed below are items to be considered by the County's Planning Committee on Monday, October 14 , 2019, IMMEDIATELY AFTER FISCAL REVIEW COMMITTEE MEETING.

1. Consider request from Putnam County Emergency Services, to declare items as surplus and to sell via Internet/Public Auction.
2. Consider request from the Assessor of Property to declare items as surplus and to sell via Internet/Public Auction.
3. 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: October 9, 2019

RE: Fiscal Review Committee Agenda

Listed below are items to be considered by the County's Fiscal Review Committee on Monday, October 14, 2019, at 5:30 PM in the County Commission Chambers at the Courthouse.

1. Consider budget amendments to the County General Fund.
2. Consider budget amendments to the General Purpose School Fund.
3. Consider budget amendments to the Parks & Recreation Fund.
4. Consider a Resolution to Establish a Program to Supplement the Property Tax Relief Program of the State of Tennessee Provided for in Title 67, Chapter 5, Part 7 of the Tennessee Code Annotated.
5. Discuss the purchase of land for Fairgrounds/Expo Center.
6. Any other business that needs to be reviewed by the Fiscal Review Committee.

FISCAL REVIEW COMMITTEE MINUTES October 14, 2019

Prepared by Deborah Francis

ROLL CALL

Jonathan Williams	Present	Andrew Donadio	Present
Jim Martin	Present	Ben Rodgers	Present
Jerry Ford	Present	Jimmy Neal	Present
Jerry Roberson	Present	Darren Wilson	Present
Cindy Adams	Present	Joe Iwanyszyn	Present
Chris Cassetty	Absent	Mike Atwood	Present

Item #1 *Budget Amendments to the General Fund*

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

Made By: Iwanyszyn **VOICE VOTE APPROVED**
Seconded: Donadio

Item #2 *Budget amendments to the General Purpose School Fund*

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

Made By: Wilson **VOICE VOTE APPROVED**
Seconded: Adams

Item #3 *Budget amendments to the Parks & Recreation Fund*

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

Made By: Adams **VOICE VOTE APPROVED**
Seconded: Iwanyszyn

Item #4 *Resolution for Property Tax Relief*

Motion: **Recommends approval of a Resolution to Establish a Program to Supplement the Property Tax Relief Program of the State of Tennessee provided for in Title 67, Chapter 5, Part 7, of the TCA Code.**

Made By: Martin **VOICE VOTE APPROVED**
Seconded: Rodgers

NOMINATING COMMITTEE MEETING

TO: Putnam County Board of Commissioners

FROM: Randy Porter, County Executive

DATE: October 9, 2019

RE: Nominating Committee Agenda

Listed below are items to be considered by the Nominating Committee on Monday October 14, 2019 AFTER THE PLANNING COMMITTEE MEETING.

1. Consider approval of the appointment of Mike Phillips as Full Time Judicial Commissioner . Term to expire August 2023.
2. Consider appointments to the Audit Committee.
Members expiring: Ben Rodgers 2 year terms
 Jim Martin
 Mike Atwood
3. Any other business that needs to be reviewed by the Nominating Committee.