MINUTES
OF
PUTNAM COUNTY COMMISSION
February 16, 2010

Prepared By:

Wayne Nabors
Putnam County Clerk
29 N Washington Avenue
Cookeville, TN 38501
931-526-7106
STATE OF TENNESSEE

COUNTY OF PUTNAM

BE IT REMEMBERED: that on February 16, 2010 there was a regular meeting of the Putnam County Board of Commissioners.

There were present and presiding the Chairman Jim Martin and County Clerk Wayne Nabors.

Sheriff David Andrews called the meeting to order.

The Chairman recognized County Clerk Wayne Nabors for the invocation.

The Chairman recognized Commissioner Joel Cowan to lead the Pledge to the Flag of the United States of America.

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

PRESENT

David Randolph        Mike Medley
Larry Epps            Joe Trobaugh
Bob Duncan            Eris Bryant
Jim Martin            Sue Neal
Jerry Ford            Dale Moss
Scott McCanless       Greg Rector
Andy Honeycutt        Kevin Maynard
Marson McCormick      Gene Mullins
Johnnie Wheeler       Jere Mason
Anna Ruth Burroughs   Bill Walker
Reggie Shanks         Mike Atwood
Joel Cowan            Ron Chaffin

The Clerk announced that twenty-four (24) were present and zero (0) absent. Therefore, the Chairman declared a quorum.

MOTION RE: APPROVE AGENDA

Commissioner Joe Trobaugh moved and Commissioner Johnnie Wheeler seconded the motion to approve the agenda for the February 16, 2010 meeting of the Putnam County Board of Commissioners.

(SEE ATTACHED)
Please note that the Commission will be meeting on Tuesday, February 16, 2010 due to President’s Day being on Monday.

AGENDA
PUTNAM COUNTY
BOARD OF COMMISSIONERS

Monthly Awards will be presented at 5:45 PM

Regular Monthly Session
Tuesday, February 16, 2010 6:00PM

1. Call to Order - Sheriff David Andrews

2. Invocation
   District 6

3. Pledge to the Flag of the United States of America
   District 6

4. Roll Call - County Clerk Wayne Nabors

5. Approval of the Agenda

6. Approval of the Minutes of Previous Meeting

7. Unfinished Business and Action Thereon by the Board

   A. Report of Standing Committees

      1. Planning Committee

      2. Fiscal Review Committee

      3. Nominating Committee

   B. Report of Special Committees

   C. Other Unfinished Business
8. Quarterly Reports and Action Thereon by the Board

A. Road Fund - Highway Department

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

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

9. New Business and Action Thereon by the Board

A. Report of Standing Committees

1. Planning Committee
   a. Hear recommendation from the Land and Facilities Committee.

2. Fiscal Review Committee
   a. Recommends approval of budget amendments to the General Purpose School Fund as presented.

   b. Recommends approval of budget amendments to the County General Fund in the amount of $586,074.

   c. Recommends approval of the budget amendment to the Road Department Fund as presented.

   d. Recommends approval of budget amendments to the Industrial/Economic Development Fund in the amount of $157,181.

   e. Recommends approval of the amendments to the Asset Policy and Procedures for threshold amounts being at $15,000. (controllable asset amount was changed to $1,000 after call to County Audit)

   f. Hear report from County Executive Kim Blaylock on insurance coverage for the Election Commission.

3. Nominating Committee

B. Report of Special Committees

C. Resolutions
D. Election of Notaries

E. Other New Business

   a. Joe Trobaugh will replace Andy Honeycutt on the Budget Committee as per Kim Blaylock.

   b. Hear report from Dr. Kathleen Airhart.

10. Announcements and Statements

11. Adjourn
The Chairman asked for a voice vote on the motion to approve the agenda for the February 16, 2010 meeting of the Putnam County Board of Commissioners. The motion carried.

MOTION RE: APPROVE MINUTES

Commissioner Johnnie Wheeler moved and Commissioner Kevin Maynard seconded to approve the minutes of the January 16, 2010 meeting of the Putnam County Board of Commissioners.

The Chairman asked for a voice vote on the motion to approve the minutes of the January 16, 2010 meeting of the Putnam County Board of Commissioners. 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

OTHER UNFINISHED BUSINESS

QUARTERLY REPORTS AND ACTION THEREON BY THE BOARD

MOTION RE: QUARTERLY REPORT FOR ROAD FUND – HIGHWAY DEPARTMENT (NOTE: THESE WERE APPROVED IN FISCAL REVIEW)

Commissioner Jere Mason moved and Commissioner Johnnie Wheeler seconded the motion to approve the Quarterly Report for the Road Fund.

(SEE ATTACHED)
QUARTERLY REPORT
PUTNAM COUNTY HIGHWAY DEPARTMENT
OCTOBER, NOVEMBER, AND DECEMBER, 2009

ROAD FUND 2009-2010

REVENUE:

<table>
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<tr>
<th>REVENUE CODE NUMBERS</th>
<th>ESTIMATED</th>
<th>1ST. QUARTER</th>
<th>2ND. QUARTER</th>
<th>TOTAL REVENUE</th>
<th>UN-REALIZED</th>
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<td>40000.110 - 43000.320 LOCAL TAXES</td>
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<td>504,126</td>
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<td>794,210</td>
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<td>44000.130 - 44000.990 OTHER LOCAL</td>
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<td>12,405</td>
<td>-11,405</td>
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<td>46000.410 - 46000.930 STATE REV</td>
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<td><strong>409,660</strong></td>
<td><strong>1,226,361</strong></td>
<td><strong>1,636,021</strong></td>
<td><strong>2,559,972</strong></td>
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EXPENDITURES:

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<th>UN-ENCUMBERED</th>
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<td>78,377</td>
<td>159,432</td>
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<td>357,853</td>
<td>535,700</td>
<td>893,553</td>
<td>1,659,448</td>
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<tr>
<td>63100 OPER. &amp; MAINT. OF EQUIP.</td>
<td>282,791</td>
<td>50,458</td>
<td>65,407</td>
<td>115,865</td>
<td>166,926</td>
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<td>65000 OTHER CHARGES</td>
<td>194,998</td>
<td>113,743</td>
<td>33,116</td>
<td>146,859</td>
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<td>68000 CAPITAL OUTLAY</td>
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<td>1,177</td>
<td>271,023</td>
<td>272,200</td>
<td>822,345</td>
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<td><strong>TOTAL EXPENDITURES</strong></td>
<td><strong>4,427,962</strong></td>
<td><strong>604,286</strong></td>
<td><strong>983,623</strong></td>
<td><strong>1,587,909</strong></td>
<td><strong>2,840,053</strong></td>
</tr>
</tbody>
</table>
The Chairman asked for discussion on the motion to approve the Quarterly Report for the Road Fund. There was none.

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

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

Commissioner Bill Walker moved and Commissioner Dale Moss seconded the motion to approve the Quarterly Report for the School Fund.

(SEE ATTACHED)
Department of Education
Putnam County

DR. KATHLEEN M. AIRHART, Director of Schools

Board of Education
David McCormick, Chairman
Vernon Crabtree, Vice-Chairman

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

Board Members
Eric Brown
Robert Hargis
Dr. Ray Jordon
Jerry Maynard

February 3, 2010

Honorable Commissioners
Putnam County Courthouse
Cookeville, TN 38501

Honorable Commissioners:

Please consider approval of the Quarterly Reports for the General Purpose School Fund and Capital Project Fund for the quarter ended December 31, 2009.

Sincerely,

Mark McReynolds
Putnam County Board of Education
<table>
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<td>168,991</td>
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<td>503,563</td>
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<td>4,593,016</td>
<td>6,298,876</td>
<td>0</td>
<td>0</td>
<td>10,891,894</td>
</tr>
</tbody>
</table>
The Chairman asked for discussion on the motion to approve the Quarterly Report for the School Fund. There was none.

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

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

Commissioner Jere Mason moved and Commissioner Bill Walker seconded the motion to approve the Quarterly Reports for the County General Fund, Debt Service Fund, Solid Waste Sanitation Fund, and Self Insurance Fund.

(SEE ATTACHED)
### COUNTY GENERAL BUDGET 2009-2010
### Statement of Revenues and Expenditures
### December 31, 2009

#### REVENUES:

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<thead>
<tr>
<th>Account</th>
<th>Total Estimated</th>
<th>Rec'd Thru 12-31-2009</th>
<th>Balance</th>
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<td>44000</td>
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<td>45000</td>
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**Total Revenues:**

26,129,496.00

**Estimated Fund Balance - June 30, 2008**

4,203,405.00

#### EXPENDITURES:

<table>
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<td>6,237,056.00</td>
<td>938,424.46</td>
<td>5,298,641.54</td>
</tr>
<tr>
<td>99000</td>
<td>229,444.00</td>
<td>0.00</td>
<td>229,444.00</td>
</tr>
</tbody>
</table>

**Total Expenditures:**

27,342,543.00

13,027,350.05

14,315,192.95
# SOLID WASTE/SANITATION BUDGET - 2009-2010

**Statement of Revenues and Expenditures**  
**Period Ending December 31, 2009**

## Revenues:

<table>
<thead>
<tr>
<th>Item</th>
<th>Total Estimated</th>
<th>Rec'd Thru 12-31-2009</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>40000</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Local Taxes</td>
<td>2,549,600.00</td>
<td>1,052,815.63</td>
<td>1,486,784.37</td>
</tr>
<tr>
<td>Charges for Current Service</td>
<td>765,000.00</td>
<td>314,853.46</td>
<td>450,146.54</td>
</tr>
<tr>
<td>Other Local Revenues</td>
<td>225,000.00</td>
<td>90,806.04</td>
<td>134,193.96</td>
</tr>
<tr>
<td>State of Tennessee</td>
<td>23,000.00</td>
<td>11,463.20</td>
<td>11,536.80</td>
</tr>
<tr>
<td><strong>Total Revenues</strong></td>
<td>3,562,600.00</td>
<td><strong>1,479,938.33</strong></td>
<td><strong>2,082,661.67</strong></td>
</tr>
</tbody>
</table>

**Estimated Fund Balance - June 30, 2008**  
1,537,662.00

## Expenditures:

<table>
<thead>
<tr>
<th>Item</th>
<th>Total Estimated</th>
<th>Paid &amp; Encumbered Through 12-30-2009</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>55000 Public Health and Welfare</td>
<td>3,841,363.00</td>
<td>1,248,429.38</td>
<td>2,592,933.62</td>
</tr>
<tr>
<td>58000 Other General Government</td>
<td>63,000.00</td>
<td>24,903.95</td>
<td>38,096.05</td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td>3,904,363.00</td>
<td><strong>1,273,333.33</strong></td>
<td><strong>2,631,029.67</strong></td>
</tr>
</tbody>
</table>
## DEBT SERVICE BUDGET - 2009-2010
### Statement of Revenues and Expenditures
### Period Ending December 31, 2009

#### REVENUES:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Total Estimated</th>
<th>Rec'd Thru 12-31-2009</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>40000</td>
<td>Local Taxes</td>
<td>9,580,320.00</td>
<td>4,056,186.25</td>
<td>5,524,133.75</td>
</tr>
<tr>
<td>44000</td>
<td>Other Local Revenues</td>
<td>558,334.00</td>
<td>258.31</td>
<td>558,075.69</td>
</tr>
<tr>
<td>49000</td>
<td>Operating Transfers</td>
<td>785,000.00</td>
<td>0.00</td>
<td>785,000.00</td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL REVENUES</strong></td>
<td><strong>10,923,654.00</strong></td>
<td></td>
<td><strong>6,867,209.44</strong></td>
</tr>
</tbody>
</table>

Estimated Fund Balance - June 30, 2008

19,918,813.00

#### EXPENDITURES:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Total Estimated</th>
<th>Paid Thru 12-31-2009</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>82000</td>
<td>Education Debt</td>
<td>12,027,326.00</td>
<td>3,023,565.40</td>
<td>9,003,760.60</td>
</tr>
<tr>
<td>90000</td>
<td>Public Safety Projects</td>
<td>777,625.00</td>
<td>338,812.50</td>
<td>438,812.50</td>
</tr>
<tr>
<td>99100</td>
<td>Transfers Out</td>
<td>228,301.00</td>
<td>0.00</td>
<td>228,301.00</td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td><strong>13,033,252.00</strong></td>
<td></td>
<td><strong>9,670,874.10</strong></td>
</tr>
</tbody>
</table>

3,362,377.90
PUTNAM COUNTY SELF INSURANCE FUND  
FUND BALANCE SUMMARY FOR 2009 - 2010  
As of December 31, 2009

Fund Balance as of September 30, 2009  2,237,812.29

PLUS:  
Departmental Deposits  712,123.56
Interest  2,702.61
714,826.17

LESS:  
Liability Claims  9,944.21
Work Comp Claims  106,733.88
Medical Records  68.82
Actuarial Fees  9,097.00
Claim Adjuster Fees  0.00
Legal Fees  21,850.92
Court Reporter & Court Costs  125.00
Insurance  25,945.65
WC Fees to PMA Insurance Group  3,875.00
Management fee  0.00
Liability Reserve Increase  
(Decrease) this period  -95,000.00
Work Comp Reserve Increase  
(Decrease) this period  -526,948.00
-444,307.52

Ending Fund Balance as of December 31, 2009  3,396,945.98

CASH SUMMARY

Checking account balance as of 12/31/2009  2,755,216.22
Certificate of Deposit as of 12/31/2009  1,520,666.47
Work Comp Claim Payment Account 12/31/2009  2,932.48
Outstanding items:

Ck # 2010  -1,670.04
Ck # 2011  -6,217.65
Ck # 2012  -219.50

Ending Cash Balance as of 12/31/2009  4,270,707.98
Less:  
Open Liability Claim Reserves as of 12/31/2009  -205,000.00
Open Work Comp Claim Reserves as of 12/31/2009  -668,762.00

Ending Fund Balance as of December 31, 2009  3,396,945.98

Number of Open Liability Claims as of December 31, 2009  5
Number of Open Work Comp Claims as of December 31, 2009  25

This report was prepared by BB&T Legge Insurance on 02/10/2010

NOTE: Out of balance with Trustee's report by $1,287.20 - a $1,287.00 draft not reconciled and a $0.20 error in December to be corrected in January 2010.
The Chairman asked for discussion to the motion to approve the Quarterly Reports for the County General Fund, Debt Service Fund, Solid Waste Sanitation Fund, and Self Insurance Fund. There was none.

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

NEW BUSINESS AND ACTION THEREON BY THE BOARD

REPORT OF STANDING COMMITTEES

PLANNING COMMITTEE

MOTION RE: PLANNING COMMITTEE RECOMMENDS TO HEAR RECOMMEDATION FROM THE LAND AND FACILITIES COMMITTEE

Commissioner Eris Bryant, Land and Facilities Committee Chairman, gave a report from the Land & Facilities Committee to the Commission.

(SEE ATTACHED)
Minutes from Land & Facilities:

The Land & Facilities committee met on Thursday, February 11th.

Recommendation from the Land & Facilities Committee is Archives will move to the Basement at the Old Health Dept. as originally planned. The Committee will start to look for a new location for the Veteran’s Hall & Archives.

Two locations were brought up as potential property for archives, one on the corner of Veteran & Walnut, the other was the Patton land on Highway 70 West. Both owned by Putnam County.

We have asked Mr. Peter Metts to get information on both properties. The Committees wish is to take time to locate the best possible site for Archives.

So at this time Land & Facilities is not making a recommendation.
FISCAL REVIEW COMMITTEE

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

Commissioner Sue Neal moved and Commissioner Bob Duncan seconded the motion to approve the Budget Amendments to the General Purpose School Fund as presented.

(SEE ATTACHED)
February 2, 2010

Honorable Commissioners
Putnam County Courthouse
Cookeville, TN 38501

Honorable Commissioners:

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

Sincerely,

Mark McReynolds
Putnam County Board of Education

Enclosures:

- To re-class expenditure budget as per EL (English Language) / Civics Program Grant.
## Putnam County Budget Amendment / Line Item Transfer Authorization Form

**Department:** Adult Education

**DATE:** January 14, 2010

<table>
<thead>
<tr>
<th>Item #</th>
<th>Fund #</th>
<th>Account #</th>
<th>Account Description</th>
<th>Current Approved Amount</th>
<th>Decrease</th>
<th>Increase</th>
<th>Requested Approval Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>141</td>
<td>71600-118 ELCIV</td>
<td>Teachers</td>
<td>21,090.00</td>
<td>11,310.00</td>
<td>32,400.00</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>141</td>
<td>71600-201 ELCIV</td>
<td>Social Security</td>
<td>1,315.00</td>
<td>695.00</td>
<td>2,010.00</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>141</td>
<td>71600-204 ELCIV</td>
<td>State Retirement</td>
<td>501.00</td>
<td>1,546.00</td>
<td>2,047.00</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>141</td>
<td>71600-210 ELCIV</td>
<td>Unemployment compensation</td>
<td>50.00</td>
<td>275.00</td>
<td>325.00</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>141</td>
<td>71600-212 ELCIV</td>
<td>Employer Medicare Liability</td>
<td>308.00</td>
<td>164.00</td>
<td>472.00</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>141</td>
<td>71600-355 ELCIV</td>
<td>Travel</td>
<td>801.08</td>
<td>15.00</td>
<td>816.08</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>141</td>
<td>71600-429 ELCIV</td>
<td>Instructional supplies</td>
<td>198.92</td>
<td>3,431.00</td>
<td>3,629.92</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>141</td>
<td>72610-415</td>
<td>Electricity</td>
<td>2,750,316.00</td>
<td>17,436.00</td>
<td>2,732,880.00</td>
<td></td>
</tr>
</tbody>
</table>

**Explanation:** To reclassify expenditure budget as per ELCIV grant

---

**Requested by:** Lynda Breeden  
**Supervisor**  

**Reviewed by:** [Signature]  
**Chief Financial Officer**

**Action by Fiscal Review Committee:** Recommended for Approval  
**No Recommendation**

**Action by County Commission:** Approved  
**Not Approved**

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

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

FOR:

David Randolph  Mike Medley
Larry Epps       Joe Trobaugh
Bob Duncan       Eris Bryant
Jim Martin       Sue Neal
Jerry Ford       Dale Moss
Scott McCanless  Greg Rector
Andy Honeycutt   Kevin Maynard
Marson McCormick Gene Mullins
Johnnie Wheeler  Jere Mason
Anna Ruth Burroughs  Bill Walker
Reggie Shanks    Mike Atwood
Joel Cowan       Ron Chaffin

The Clerk announced that twenty-four (24) voted for, zero (0) against, and zero (0) absent. The motion carried.

**MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF BUDGET AMENDMENTS TO THE COUNTY GENERAL FUND IN THE AMOUNT OF $586,074**

Commissioner Sue Neal moved and Commissioner Greg Rector seconded the motion to approve Budget Amendments to the County General Fund in the amount of $586,074.

(SEE ATTACHED)
### BUDGET AMENDMENT SUMMARY FOR COUNTY GENERAL

<table>
<thead>
<tr>
<th>County General Expenditure</th>
<th>Debit</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>51500 Election Commission</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>317 Data Processing</td>
<td></td>
<td>605</td>
</tr>
<tr>
<td>349 Printing &amp; Stationery</td>
<td></td>
<td>605</td>
</tr>
<tr>
<td><strong>54110 Sheriff's Dept</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>718 Motor Vehicles</td>
<td></td>
<td>2,000</td>
</tr>
<tr>
<td><strong>54410 Emergency Management Agency</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>316 Contributions</td>
<td></td>
<td>1,175</td>
</tr>
<tr>
<td><strong>54490 Other Emergency Mgt</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>790 Other Equipment</td>
<td></td>
<td>578,946</td>
</tr>
<tr>
<td><strong>55190 Infectious Disease</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>196 Inservice training</td>
<td></td>
<td>3,348</td>
</tr>
</tbody>
</table>

#### Revenue Account

<table>
<thead>
<tr>
<th>Revenue Account</th>
<th>Debit</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>44530 Sale of Equipment</td>
<td></td>
<td>1,175</td>
</tr>
<tr>
<td>44990 Local Revenue</td>
<td></td>
<td>2,000</td>
</tr>
<tr>
<td>46290 Public Safety Grants</td>
<td></td>
<td>3,348</td>
</tr>
<tr>
<td>47235 Homeland Security Grants</td>
<td></td>
<td>578,946</td>
</tr>
</tbody>
</table>

**TOTAL**                                   | 586,074 | 586,074  |
<table>
<thead>
<tr>
<th>Fund #</th>
<th>Account #</th>
<th>Account Description</th>
<th>Current Approved Amount</th>
<th>Decrease</th>
<th>Increase</th>
<th>Amount Requested</th>
<th>Amount Expended</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>51500-317</td>
<td>Data Processing Service</td>
<td>9,550</td>
<td>605</td>
<td>10,155</td>
<td>3,500</td>
<td></td>
</tr>
<tr>
<td>101</td>
<td>51500-349</td>
<td>Printing &amp; Stationery</td>
<td>50,000</td>
<td>605</td>
<td>49,395</td>
<td>13,045</td>
<td></td>
</tr>
</tbody>
</table>

Explanation: See letter from Debbie Steldt

Requested By: [Signature]

Action by Fiscal Review Committee
Recommended
Not Recommended
Date: __________

Recommended for Approval: [Signature]
Official/Department Head: [Signature]

Action by County Commission
Approved
Not Approved
Date: __________
## Putnam County Budget Amendment/Transfer Authorization Form

### Department: Misc. Grants for EMS

<table>
<thead>
<tr>
<th>Fund #</th>
<th>Account #</th>
<th>Account Description</th>
<th>Current Approved Amount</th>
<th>Decrease</th>
<th>Increase</th>
<th>Amount Requested</th>
<th>Amount Expended</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>54490-790</td>
<td>Other Equipment</td>
<td>30,411</td>
<td></td>
<td>578,946</td>
<td>609,357</td>
<td>23,557</td>
</tr>
<tr>
<td>101</td>
<td>55190-196</td>
<td>Inservice Training Governor's Safety 1st responder grant</td>
<td>7,250</td>
<td></td>
<td>3,348</td>
<td>10,598</td>
<td>3,529</td>
</tr>
<tr>
<td>101</td>
<td>#47235</td>
<td>Homeland Security Grant</td>
<td>784,216</td>
<td></td>
<td>578,946</td>
<td>1,363,162</td>
<td></td>
</tr>
<tr>
<td>101</td>
<td>#46290</td>
<td>Public Safety Grant</td>
<td>0</td>
<td></td>
<td>3,348</td>
<td>3,348</td>
<td></td>
</tr>
</tbody>
</table>

### Explanation: Grants received

Requested By: [Signature]

Recommended for Approval: Official/Department Head: [Signature]

Action by Fiscal Review Committee
Recommended Not Recommended

Action by County Commission
Approved Not Approved

Date: ___________________ Date: ___________________
<table>
<thead>
<tr>
<th>Fund #</th>
<th>Account #</th>
<th>Account Description</th>
<th>Current Approved Amount</th>
<th>Decrease</th>
<th>Increase</th>
<th>Amount Requested</th>
<th>Amount Expended</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>54410-316</td>
<td>Contributions</td>
<td>122,320</td>
<td></td>
<td>1,175</td>
<td>123,495</td>
<td></td>
</tr>
<tr>
<td>101</td>
<td>#44530</td>
<td>Sale of Equipment</td>
<td>0</td>
<td></td>
<td>1,175</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Explanation: Reimburse them for sale of their vehicle in surplus sale

Requested By: [Signature]

Recommended for Approval:
Official/Department Head: [Signature]

Action by Fiscal Review Committee
Recommended
Not Recommended

Action by County Commission
Approved
Not Approved

Date: [Signature]
<table>
<thead>
<tr>
<th>Fund #</th>
<th>Account #</th>
<th>Account Description</th>
<th>Current Approved Amount</th>
<th>Decrease</th>
<th>Increase</th>
<th>Amount Requested</th>
<th>Amount Expended</th>
</tr>
</thead>
<tbody>
<tr>
<td>101</td>
<td>54110-718</td>
<td>Motor Vehicles</td>
<td>0</td>
<td>0</td>
<td>2,000</td>
<td>2,000</td>
<td>0</td>
</tr>
<tr>
<td>101</td>
<td>#44990</td>
<td>Local Revenue</td>
<td></td>
<td></td>
<td></td>
<td>2,000</td>
<td></td>
</tr>
</tbody>
</table>

Explanation: Reimbursement for damages to vehicle
This line item used for tags for cars

Requested By: [Signature]

Action by Fiscal Review Committee
Recommended
Not Recommended
Date

Recommended for Approval:
Official/Department Head [Signature]

Action by County Commission
Approved
Not Approved
Date
The Chairman asked for discussion on the motion to approve Budget Amendments to the County General Fund in the amount of $586,074. There was none.

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

FOR:

David Randolph
Larry Epps
Bob Duncan
Jim Martin
Jerry Ford
Scott McCanless
Andy Honeycutt
Marson McCormick
Johnnie Wheeler
Anna Ruth Burroughs
Reggie Shanks
Joel Cowan

Mike Medley
Joe Trobaugh
Eris Bryant
Sue Neal
Dale Moss
Greg Rector
Kevin Maynard
Gene Mullins
Jere Mason
Bill Walker
Mike Atwood
Ron Chaffin

The Clerk announced that twenty-four (24) voted for, zero (0) against, and zero (0) absent. The motion carried.

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF THE BUDGET AMENDMENT TO THE ROAD DEPARTMENT FUND AS PRESENTED.

Commissioner Sue Neal moved and Commissioner Andy Honeycutt seconded the motion to approve the Budget Amendment to the Road Department Fund as presented.

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

Road Department

February, 2010 Commission Meeting

<table>
<thead>
<tr>
<th>Item #</th>
<th>Fund #</th>
<th>Account #</th>
<th>Description</th>
<th>Approved</th>
<th>Decrease</th>
<th>Increase</th>
<th>Requested</th>
<th>Expended</th>
<th>Act. Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>131</td>
<td>62000.444</td>
<td>Salt</td>
<td>10,000</td>
<td>10,000</td>
<td>20,000</td>
<td>9,951</td>
<td>10,049</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>131</td>
<td>63100.412</td>
<td>Diesel</td>
<td>55,000</td>
<td>7,000</td>
<td>48,000</td>
<td>22,276</td>
<td>25,724</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>131</td>
<td>63100.425</td>
<td>Gas</td>
<td>35,000</td>
<td>3,000</td>
<td>32,000</td>
<td>16,210</td>
<td>15,790</td>
<td></td>
</tr>
<tr>
<td>Totals</td>
<td></td>
<td></td>
<td></td>
<td>100,000</td>
<td>10,000</td>
<td>10,000</td>
<td>100,000</td>
<td>48,437</td>
<td>51,563</td>
</tr>
</tbody>
</table>

Explanation: Used more road salt than anticipated. Fuel cost down from last year. Should have adequate funds for second half

Requested by: [Signature] Billy Joe Lamb, Putnam County Road Supervisor

Action by Fiscal Review Committee
Recommended
Not Recommended
Date:___________

Action by County Court
Recommended
Not Recommended
Date:___________
The Chairman asked for discussion on the motion to approve the Budget Amendments to the Road Department Fund. There was none.

The Chairman asked the Commissioners to vote on the motion to approve the Budget Amendments to the Road Department Fund. The Commissioners voted as follows:

FOR:

David Randolph  
Larry Epps  
Bob Duncan  
Jim Martin  
Jerry Ford  
Scott McCanless  
Andy Honeycutt  
Marson McCormick  
Johnnie Wheeler  
Anna Ruth Burroughs  
Reggie Shanks  
Joel Cowan  
Mike Medley  
Joe Trobaugh  
Eris Bryant  
Sue Neal  
Dale Moss  
Greg Rector  
Kevin Maynard  
Gene Mullins  
Jere Mason  
Bill Walker  
Mike Atwood  
Ron Chaffin

The Clerk announced that twenty-four (24) voted for, zero (0) against, and zero (0) absent. The motion carried.

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF BUDGET AMENDMENTS TO THE INDUSTRIAL/ECONOMIC DEVELOPMENT FUND IN THE AMOUNT OF $157,181.

Commissioner Sue Neal moved and Commissioner Bob Duncan seconded the motion to approve the Budget Amendment to the Industrial/Economic Development Fund in the amount of $157,181.

(SEE ATTACHED)
<table>
<thead>
<tr>
<th>Fund #</th>
<th>Account #</th>
<th>Account Description</th>
<th>Current Approved Amount</th>
<th>Decrease</th>
<th>Increase</th>
<th>Amount Requested</th>
<th>Amount Expended</th>
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<tr>
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<td>58120-309</td>
<td>Contracts with Govt Agencies</td>
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<td>119</td>
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<td>Fund Balance</td>
<td></td>
<td></td>
<td></td>
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<td></td>
</tr>
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</table>

Explanation: Reimburse City of Cookeville for expenses for the Highland Business Park

Requested By: ____________________________

Recommended for Approval: ____________________________

Action by Fiscal Review Committee
Recommended
Not Recommended
Date ____________________________

Action by County Commission
Approved
Not Approved
Date ____________________________

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The Chairman asked for discussion on the motion to approve Budget Amendments to the Industrial/Economic Development Fund in the amount of $157,181. There was none.

The Chairman asked the Commissioners to vote on the motion to approve Budget Amendments to the Industrial/Economic Development Fund in the amount of $157,181. The Commissioners voted as follows:

FOR:

David Randolph  Mike Medley
Larry Epps       Joe Trobaugh
Bob Duncan       Eris Bryant
Jim Martin       Sue Neal
Jerry Ford       Dale Moss
Scott McCanless  Greg Rector
Andy Honeycutt   Kevin Maynard
Marson McCormick Gene Mullins
Johnnie Wheeler  Jere Mason
Anna Ruth Burroughs  Bill Walker
Reggie Shanks    Mike Atwood
Joel Cowan       Ron Chaffin

The Clerk announced that twenty-four (24) voted for, zero (0) against, and zero (0) absent. The motion carried.

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF AMENDMENTS TO THE ASSET POLICY AND PROCEDURES FOR THRESHOLD AMOUNTS BEING AT $15,000. (CONTROLABLE ASSET AMOUNT WAS CHANGED TO $1,000 AFTER CALL TO COUNTY AUDIT)

Commissioner Sue Neal moved and Commissioner Bob Duncan seconded the motion to approve the Amendments to the Asset Policy and Procedures for threshold amounts being at $15,000.

(SEE ATTACHED)

33
PUTNAM COUNTY
ASSET POLICIES AND PROCEDURES

ADMINISTRATIVE POLICIES & PROCEDURES

Administrative Responsibility

Administrative officials (county officials or department heads) are responsible for the custody and maintenance of all assets (fixed and controllable) purchased for or assigned to their office or department.

Administrative officials will be responsible for the following:

- Coordinating and implementing the annual inventory for all assets.
- Reconciling and reporting differences between the annual inventory and the asset listing per departmental records to the County Executive’s Office.
- Receiving, tagging, and recording all purchases of assets. All purchases should be reported to the County Executive’s Office on the official Asset Acquisition/Disposition form.
- Reporting and recording all asset transfers and retirements to the County Executive’s Office on the official Asset Acquisition/Disposition form.
- Reporting and recording all assets declared surplus to the County Executive’s Office on the official Asset Acquisition/Disposition form.
- To report and record, theft and other losses that cannot be explained. In the case of theft, Administrative Official will also be responsible for notifying the police and forwarding a copy of the police report to the County Executive’s Office.
- Work closely with the County Executive’s Office to make sure the department asset records agree with accounting records.

In the event the Administrative Official (county official or department head) is replaced for any reason, the following procedure should be followed:

- The departing official and the new official will conduct a joint inventory.
- The completed, verified joint inventory listing will be forwarded to the County Executive’s Office.
- The new asset inventory listing will supersede all prior listings.

Periodic Review

A listing of the fixed and controllable asset file will be provided periodically to the Administrative Official. This listing will include all the property for which the department is responsible.
The Administrative Official will verify the listing; reconcile any discrepancies; sign, date, and return the original copies to the County Executive’s Office.

**Annual Physical Inventory**

A comprehensive inventory will be held annually at a designated time. The Administrative Official will be furnished with a current property listing to be used in conducting the annual physical inventory at the designated time.

**ACCOUNTING POLICIES**

**Capitalization – Fixed Assets**

Fixed Assets will be classified as such if they have a useful life of more than one year and an historical cost as listed below. Historical cost includes installation, freight, and all other cost incurred to make the asset operable. This applies to single items meeting the criteria mentioned above and does not apply to groups of like-kind items which collectively would exceed the limits listed below.

The following items will be capitalized as Fixed Assets:

- Land
- Buildings
- Building improvements and additions that do not constitute maintenance or repair
- Roads and Bridges
- Machinery and Equipment
- Furniture and Fixtures
- Vehicles
- Construction in Progress

Cost – Fixed Assets

Fixed Assets shall be recorded at actual or historical cost. If the cost is not reasonably determinable, assets will be recorded at replacement cost. Donated assets should be recorded at their estimated fair value at the time received. Costs are defined as follows:

- *Actual Cost* – The purchase or construction cost, which can be obtained through invoice, purchase order, and warrant paid files. This cost will include cost, such
as freight, transportation, site preparation, professional fees, and legal claims directly attributable to asset acquisition.

- **Historical Cost** – This cost is to be based on purchase dates and historical costs using current replacements and back trending by the Consumer Price Index (Marshall & Swift) for the appropriate number of years with the exception of land. Historical cost for land will be determined by land value comparisons by the Assessor of Property.

- **Replacement Cost** – This cost is to be assigned only if actual cost or dates of purchase are not available.

- **Donated Cost** – This cost is based on the estimated fair value at the time of acquisition.

**Depreciation – Fixed Assets**

The depreciation method used for fixed assets will be calculated by the straight line method of depreciation. Useful lives of assets will be determined using the guidelines established by Marshall & Swift, which is acceptable under GASB 34.

**Operating/Capital Leases – Fixed Assets**

Assets acquired under operating leases will not be capitalized. Capital Lease Assets will be reflected in accordance with generally accepted accounting principles.

**Controllable Assets**

Controllable Assets are assets that do not meet the criteria for a Fixed Asset. Controllable Assets will be included in property records for control purposes.

All assets with a value of $1,000 or more will be considered Controllable Assets. In addition, items such as electronic equipment (TV’s, VCR’s, computers, etc.), tools, or other at-risk items may be included by the Administrative Official as deemed necessary.

**Disposition of Assets (Fixed and Controllable)**

Assets declared as surplus/scrap should be reported to the County Executive’s Office to be forwarded to the County Commission. The County Commission will determine the method of disposition for said surplus/scrap.

(Revised February, 2010)
The Chairman asked for discussion on the motion to approve the amendments to the Asset Policy and Procedures for threshold amounts being at $15,000. The Commissioners discussed the motion.

The Chairman asked the Commissioners to vote on the motion to approve amendments to the Asset Policy and Procedures for threshold amounts being at $15,000. The Commissioners voted as follows:

FOR:

David Randolph  Mike Medley
Larry Epps       Joe Trobaugh
Bob Duncan       Eris Bryant
Jim Martin       Sue Neal
Jerry Ford       Dale Moss
Scott McCanless  Greg Rector
Andy Honeycutt   Kevin Maynard
Marson McCormick Gene Mullins
Johnny Wheeler   Jere Mason
Anna Ruth Burroughs Bill Walker
Reggie Shanks    Mike Atwood
Joel Cowan       Ron Chaffin

The Clerk announced that twenty-four (24) voted for, zero (0) against, and zero (0) absent. The motion carried.

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS TO HEAR REPORT FROM COUNTY EXECUTIVE KIM BLAYLOCK ON INSURANCE COVERAGE FOR THE ELECTION COMMISSION

County Executive, Kim Blaylock, presented a note book from Legge Insurance Company to Debbie Steidl, Administrator of Elections, showing current appropriate coverage.

NOMINATING COMMITTEE

REPORT OF SPECIAL COMMITTEES

RESOLUTIONS

MOTION RE: RESOLUTION SUPPORTING POTENTIAL REQUIREMENTS OF THE FIFTH INTERCHANGE

(SEE ATTACHED)
RESOLUTION SUPPORTING POTENTIAL REQUIREMENTS OF THE FIFTH INTERCHANGE

WHEREAS, the Tennessee Department of Transportation plans to construct an interchange on Interstate 40 at Mine Lick Creek Road (referred to herein as the 5th interchange); and,

WHEREAS, the Tennessee Department of Transportation believes that the Federal Highway Administration may require that the new interchange connect north to Highway 70; and,

WHEREAS, Putnam County and the City of Cookeville have invested approximately $20 million in a Business Park to secure a future for economic development in our region; and,

WHEREAS, Putnam County is the job center for the entire Upper Cumberland Region, and currently there is double digit unemployment in all fourteen counties; and,

WHEREAS, the completion of the fifth interchange at Mine Lick Creek is critical to the success of the Business Park.

NOW THEREFORE BE IT RESOLVED, that if a local road connecting the interchange to State Highway 70 is required by the Federal Highway Administration, Putnam County and the City of Cookeville will partner with the Tennessee Department of Transportation to fund the cost of building the connector road.

Adopted this the 16th day of February, 2010

ATTEST:

Chairman, Putnam County Commission

(County Clerk)

WAYNE NABORS

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Bob Luna, Chairman of the Chamber of Commerce, addressed the Commission regarding the Fifth Interchange.

Commissioner Bob Duncan moved and Commissioner Larry Epps seconded the motion to approve the Resolution supporting potential requirements of the Fifth Interchange.

The Chairman asked for discussion on the Resolution supporting potential requirements of the Fifth Interchange. The Commissioners discussed the motion.

A question was asked to County Attorney Jeff Jones from Commissioner Mike Medley. "This is not a binding contract for Putnam County is it?"
Response from County Attorney Jeff Jones: "No it is not."

The Chairman asked the Commissioners to vote on the motion to approve the Resolution supporting potential requirements of the Fifth Interchange. The Commissioners voted as followed:

FOR:
David Randolph  Mike Medley
Larry Epps  Joe Trobaugh
Bob Duncan  Eris Bryant
Jim Martin  Sue Neal
Jerry Ford  Greg Rector
Scott McCanless  Kevin Maynard
Andy Honeycutt  Jere Mason
Marson McCormick  Bill Walker
Johnnie Wheeler  Mike Atwood
Ron Chaffin

AGAINST:
Anna Ruth Burroughs  Dale Moss
Gene Mullins

ABSTAIN:
Reggie Shanks
Joel Cowan

The Clerk announced that nineteen (19) voted for, three (3) against, two (2) abstained, and zero (0) absent. The motion carried.
ELECTION OF NOTARIES

Commissioner Jere Mason moved and Commissioner Johnnie Wheeler seconded the motion.
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 February 16, 2010

CAROLYN BOARDMAN
JANE ANN BRIGHT
WILLIAM A CAMERON
KATRINA R CLEMONS
TODD CLINTON
LATISHA S COCHRAN
SHERRY CROUCH
KIM DANIELS
ED GABEL
BOBBY J GARRISON
LINDSAY CAMERON GROSS
JANA HILL

CATHERINE MACKEY
MARION R MURDOCK
AMANDA MURGUIA
KASSANDRA S NEWMAN
KATHY A PAYNE
GRANT RAMSEY
VIRGINIA SIMPSON
MATTHEW M SWALLOWS
JANE M WAKEFIELD
MISTY HOPE WARREN
JONATHAN LEE YOUNG
The Chairman asked for discussion on the motion. There was none.

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

FOR:

David Randolph  Mike Medley
Larry Epps       Joe Trobaugh
Bob Duncan       Eris Bryant
Jim Martin       Sue Neal
Jerry Ford       Dale Moss
Scott McCanless  Greg Rector
Andy Honeycutt   Kevin Maynard
Marson McCormick Gene Mullins
Johnnie Wheeler  Jere Mason
Anna Ruth Burroughs Bill Walker
Reggie Shanks    Mike Atwood
Joel Cowan       Ron Chaffin

The Clerk announced that twenty-four (24) voted for, zero (0) against, and zero (0) absent. The motion carried.

OTHER NEW BUSINESS

MOTION RE: JOE TROBAUGH WILL REPLACE ANDY HONEYCUTT ON THE BUDGET COMMITTEE AS PER KIM BLAYLOCK

Commissioner Sue Neal moved and Commissioner Johnnie Wheeler seconded the motion to approve the change on the Budget Committee.

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

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

HEAR REPORT FROM DR. KATHLEEN AIRHART

Dr. Kathleen Airhart spoke to the Commission concerning a recent audit report for the year 2008-2009.
ANNOUNCEMENTS AND STATEMENTS

EMPLOYEE OF THE MONTH FOR FEBRUARY 2010

Employee of the month for February 2010: Bruce Sunburg

CITIZEN OF THE MONTH FOR FEBRUARY 2010

There is no citizen of the month for February 2010
EMPLOYEE OF THE MONTH FOR FEBRUARY 2010

BRUCE SUNBURG

Bruce has been employed by the Solid Waste Department for the past (12) years having started in December 1997. Bruce operates the recycling truck and stays on a very busy schedule going to various offices for collections.

Bruce’s supervisor Keith Street says he is always prompt to the minute with his schedule and you can count on Bruce to always be faithful at his job.

Bruce and his wife Sandra of (36) years have lived in Cookeville for the past (15) years. They have (2) grandchildren in North Carolina.

There is no citizen of the month for February 2010.

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MOTION RE: ADJOURN

Commissioner Andy Honeycutt moved and Commissioner Joe Trobaugh seconded the motion to Adjourn.

The Chairman asked for a voice vote on the motion to adjourn. The motion carried.
NOMINATING AGENDA

TO: Putnam County Board of Commissioners

FROM: Kim Blaylock, County Executive

DATE: February 3, 2010

RE: Nominating Committee Agenda

Listed below are the items to be considered by the County Nominating Committee on Monday, February 8, 2010 at 5:30 PM in the County Commission Chambers in the Courthouse.

1. Any business that needs to be reviewed by the Nominating Committee
FISCAL REVIEW COMMITTEE
MINUTES
February 8, 2010
Prepared by Deborah Francis

ROLL CALL

Bob Duncan  Present  Greg Rector  Present
Jerry Ford  Present  Kevin Maynard  Present
David Randolph  Present  Bill Walker  Present
Johnnie Wheeler  Present  Ron Chaffin  Present
Joe Trowbaugh  Present  Sue Neal  Present
Andy Honeycutt  Present  Joel Cowen  Present

Item #1  School Amendments
Motion: Recommends approval of budget amendments to the General Purpose School Fund as presented.

Made By: Rector  VOICE VOTE  APPROVED
Seconded: Maynard

Item #2  County General Amendments
Motion: Recommends approval of the budget amendments to the County General Fund in the amount of $586,074.

Made By: Wheeler  VOICE VOTE  APPROVED
Seconded: Chaffin

Item #3  Road Department Fund amendments
Motion: Recommends approval of the budget amendments to the Road Department Fund as presented.

Made By: Wheeler  VOICE VOTE  APPROVED
Seconded: Walker

Item #4  Industrial/Economic Development fund amendments
Motion: Recommends approval of budget amendments to the Industrial/Economic Development Fund in the amount of $157,181.

Made By: Duncan  VOICE VOTE  APPROVED
Seconded: Chaffin

Item #5  Insurance Policy for Election Commission (discussion)
After discussion Kim Blaylock will get with insurance company (BB&T) and report back to the Full Commission.

Item #6  Amending the Asset Policy and Procedures for threshold amounts.
Also checking on amending controllable asset amounts.

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Motion: Recommends approval of the amended Asset Policy and Procedures for Putnam County.

Made By: Wheeler
Seconded: Honeycutt

Item #7 Discussion of various quarterly reports

Note: These will be go to Full Commission

Item #8 Any other business

NONE

ADJOURNED
FISCAL REVIEW AGENDA

TO: Putnam County Board of Commissioners

FROM: Kim Blaylock, County Executive

DATE: February 3, 2010

RE: Fiscal Review Committee Agenda

Listed below are items to be considered by the County's Fiscal Review Committee on Monday, February 8, 2010, at 5:00 PM in the County Commission Chambers at the Courthouse.

1. Consider budget amendments to the General Purpose School Fund.

2. Consider budget amendments to the County General Fund.

3. Consider budget amendments to the Road Department Fund.


5. Discuss memo from Debbie Steidl to discuss insurance policy for the Election Commission.

6. Discuss amendment to the Asset Policy and Procedures for Putnam County. This amends the Capitalization threshold amounts.

7. Discuss quarterly reports from various funds.

8. Any other business that needs to be reviewed by the Fiscal Review Committee.
PLANNING COMMITTEE
MINUTES
February 8, 2010
Prepared by Deborah Francis

Jim Martin Present Eris Bryant Present
Scott McCanless Present Dale Moss Present
Reggie Shanks Present Jere Mason Present
Marson McCormick Present Gene Mullins Present
Anna Ruth Burroughs Present Mike Atwood Present
Larry Epps Present Mike Medley Present

Item #1 Any other business

Kim Blaylock told the Committee that the Veterans Hall that was to go into the basement of the new County Clerk’s office, will be filling up with showcases soon after moving in. There have been several orders that have not been built as of yet.

Motion: Recommends that the Land and Facilities Committee meet this week to re evaluate the location of the new Veterans Hall and make a recommendation to the Full Commission next week.

Made By: Mullins Seconded: Martin

VOICE VOTE APPROVED

ADJOURNED
PLANNING COMMITTEE

TO: Putnam County Board of Commissioners

FROM: Kim Blaylock, County Executive

DATE: February 3, 2010

RE: Planning Agenda

Listed below are items to be considered by the County’s Planning Committee on Monday, February 8, 2010, at 6:00 PM in the County Commission Chambers at the Courthouse.

1. Any business that needs to be reviewed by the Planning Committee.