MINUTES
OF
PUTNAM COUNTY COMMISSION
MAY 16, 2011

Prepared by:
Wayne Nabors
Putnam County Clerk
121 S Dixie Avenue
Cookeville, TN 38501
STATE OF TENNESSEE
COUNTY OF PUTNAM

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

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

The Sheriff David Andrews called the meeting to order.

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

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

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

PRESENT

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

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

ABSENT

Andy Honeycutt

Jim Martin

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

MOTION RE: APPROVE AGENDA

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

(SEE ATTACHED)
AGENDA
PUTNAM COUNTY
BOARD OF COMMISSIONERS

Monthly Awards will be presented at 5:45 PM

Regular Monthly Session
Monday, May 16, 2011

Presiding: Honorable Bob Duncan
Commission Chairman

1. Call to Order - Sheriff David Andrews

2. Invocation District 9

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

4. Roll Call - County Clerk Wayne Nabors

5. Approval of the Agenda

6. Approval of the Minutes of Previous Meeting

7. Unfinished Business and Action Thereon by the Board

   A. Report of Standing Committees

      1. Planning Committee

      2. Fiscal Review Committee

      3. Nominating Committee

   B. Report of Special Committees

   C. Other Unfinished Business

8. Quarterly Reports and Action Thereon by the Board

   A. Road Fund - Randy Jones, Supervisor

   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

Note: These were approved in Fiscal Review
9. New Business and Action Thereon by the Board

A. Report of Standing Committees

1. Planning Committee

a. Recommends approval to dissolve the Parks and Recreation Board. Effective 6-1-11.

b. Recommends approval that the County Clerk compile and maintain a manual with the County policies.

2. Fiscal Review Committee

a. Recommends approval of budget amendments to the General Purpose School Fund as presented.

b. Recommends approval of the budget amendment to the County General Fund in the amount of $357,886.

c. Recommends approval of budget amendments to the Road Department Fund in the amount of $48,100.

d. Recommends approval of budget amendments to the Debt Service Fund in the amount of $69,579.

e. Recommends approval of a Resolution to Ratify Chapter 979 of the Public Acts of 1998 regarding Judicial Forfeitures as requested by the District Attorney Randy York.

f. Recommends to raise the meeting fees for the County Board of Equalization from $40 per meeting to $60 per meeting, with the Chairman of this Committee receiving $70 per meeting.

g. Recommends approval for the Solid Waste Department to increase tire disposal fees from $22 to $33 per ton. Effective 7-1-11.

h. Recommends approval that $7,244 be appropriated to the Trail Authority to be combined with the appropriations of the three other government entities to facilitate the Trail Authority work on behalf of all four governments for the 2011-2012 budget.

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

j. Recommends approval of the changes for the Rail Trail Authority Bylaws that address new recommendations for an Attendance Policy to deter repeated absences by members.
3. Nominating Committee

a. Recommends the following to serve on the Redistricting Committee:
   Monterey Area Representative-John Ludwig
   Algood Area Representative-Rick Reel
   Baxter Area Representative-Eric Brown
   Cookeville City Representatives
   Joe Albrecht
   Jason Hicks
   Ricky Shelton
   County Commission Representatives
   Jim Martin
   Tom Short
   Mike Atwood
   Ron Williamson
   Jonathon Williams
   Sue Neal
   Scott Ebersole
   County Commission Chairman-Bob Duncan
   Election Commission Administrator-Debbie Steidl

B. Report of Special Committees

C. Resolutions

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

D. Election of Notaries

E. Other New Business

1. Judicial Commission Interview Committee recommends the following be appointed as Judicial Commissioner:
   Delores Talkington
   Tom Derricks
   James Lane
   Ken Parrott
   2 year terms

10. Announcements and Statements

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

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

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

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

**UNFINISHED BUSINESS AND ACTION THEREOF BY THE BOARD**

**REPORT OF STANDING COMMITTEES**

**PLANNING COMMITTEE:** No unfinished business.

**FISCAL REVIEW COMMITTEE:** No unfinished business.

**NOMINATING COMMITTEE:** No unfinished business.

**REPORT OF SPECIAL COMMITTEES:** None

**OTHER UNFINISHED BUSINESS:** None

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

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

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

(SEE ATTACHED)
### PUTNAM COUNTY HIGHWAY DEPARTMENT

**QUARTERLY REPORT FOR JAN., FEB., AND MARCH, 2011**

![Signature]

**RANDY JONES, ROAD SUPERVISOR**

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**131-ROAD FUND**

#### REVENUE:

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<tr>
<th>REVENUE CODE NUMBERS</th>
<th>ESTIMATED</th>
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<th>1ST. QUARTER</th>
<th>2ND. QUARTER</th>
<th>3RD. QUARTER</th>
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<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
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<td><strong>TOTAL</strong></td>
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<td><strong>214,766</strong></td>
<td><strong>371,155</strong></td>
<td><strong>1,154,772</strong></td>
<td><strong>1,189,052</strong></td>
<td><strong>2,714,979</strong></td>
<td><strong>1,710,898</strong></td>
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#### EXPENDITURES:

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<th>2ND. QUARTER</th>
<th>3RD. QUARTER</th>
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<th>UN-EN</th>
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<td>1,378,112</td>
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<td>47,341</td>
<td>73,115</td>
<td>86,233</td>
<td>66,425</td>
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<td>65000 OTHER CHARGES</td>
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<td>-43,843</td>
<td>83,737</td>
<td>29,525</td>
<td>28,195</td>
<td>141,457</td>
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<td>96,000</td>
<td>49,538</td>
<td>47,773</td>
<td>32,595</td>
<td>129,906</td>
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<td><strong>905,438</strong></td>
<td><strong>510,262</strong></td>
<td><strong>2,096,270</strong></td>
<td><strong>2,717,928</strong></td>
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</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 Sue Neal moved and Commissioner Eris Bryant seconded the motion to approve the Quarterly Report for the School Funds.

(SEE ATTACHED)
April 27, 2011

Honorable Commissioners
Putnam County Courthouse
Cookeville, TN 38501

Honorable Commissioners:

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

Sincerely,

Mark McReynolds
Putnam County Board of Education
<table>
<thead>
<tr>
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<td>1,397</td>
<td>969</td>
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<td>65,659</td>
<td>115,485</td>
<td>107,743</td>
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<td>96,861</td>
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<td>8,950</td>
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<td>48000 Donations/Other</td>
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<td>49000 Other Sources</td>
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<td>26,642</td>
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<td>95,237</td>
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<td><strong>26,841,082</strong></td>
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<td>71100 Regular Education</td>
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<td>72210 Regular Ed. Support</td>
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<td>650,833</td>
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<td>72320 Office of the Director</td>
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<td>1,064,216</td>
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<td>40,488</td>
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<td>72610 Operation of Plant</td>
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<td>550,717</td>
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<td>72810 Central &amp; Other Support</td>
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<td>17,278,101</td>
<td>19,955,417</td>
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## PUTNAM COUNTY BOARD OF EDUCATION
### CAPITAL PROJECTS FUND
#### QUARTERLY REPORT FOR THE QUARTER ENDING MARCH 2011

<table>
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<td>10,529,398</td>
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</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 REPORT FOR THE COUNTY GENERAL FUND, DEBT SERVICE FUND, SOLID WASTE SANITATION FUND, AND SELF INSURANCE FUND – KIM BLAYLOCK, COUNTY EXECUTIVE

Commissioner Joe Trobaugh moved and Commissioner Cathy Reel seconded the motion to approve the Quarterly Report for the County General Fund, Debt Service Fund, Solid Waste Sanitation Fund, and Self Insurance Fund.
## COUNTY GENERAL BUDGET 2010-2011
### Statement of Revenues and Expenditures
#### Period ending March 31, 2011

### REVENUES:

<table>
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<th>Description</th>
<th>Total Estimated</th>
<th>Rec'd Thru 3-31-2011</th>
<th>Balance</th>
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<td>40000 Local Taxes</td>
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<td>41000 Licenses and Permits</td>
<td>235,500.00</td>
<td>226,034.02</td>
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<tr>
<td>42000 Fines, Forfeitures and Penalties</td>
<td>619,000.00</td>
<td>442,262.39</td>
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</tr>
<tr>
<td>43000 Charges for Current Service</td>
<td>2,954,000.00</td>
<td>2,547,698.42</td>
<td>406,301.58</td>
</tr>
<tr>
<td>44000 Other Local Revenue</td>
<td>1,086,000.00</td>
<td>579,498.31</td>
<td>506,501.69</td>
</tr>
<tr>
<td>45000 Fees Received from County Officials</td>
<td>3,575,000.00</td>
<td>2,551,789.27</td>
<td>1,023,210.73</td>
</tr>
<tr>
<td>46000 State of Tennessee</td>
<td>2,840,506.00</td>
<td>1,498,344.71</td>
<td>1,342,161.29</td>
</tr>
<tr>
<td>47000 Federal Government</td>
<td>931,675.00</td>
<td>76,656.84</td>
<td>855,018.16</td>
</tr>
<tr>
<td>48000 Other Governments and Citizens Groups</td>
<td>155,000.00</td>
<td>201,498.74</td>
<td>(46,498.74)</td>
</tr>
<tr>
<td>49000 Other Sources (Note Proceeds)</td>
<td>232,334.00</td>
<td>3,595.00</td>
<td>228,739.00</td>
</tr>
</tbody>
</table>

**TOTAL REVENUES**

26,387,803.00

Estimated Fund Balance - June 30, 2010

6,001,996.00

20,801,495.96

5,586,307.04

### EXPENDITURES:

<table>
<thead>
<tr>
<th>Description</th>
<th>Total Estimated</th>
<th>Paid Through 3-31-2011</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>51000 General Administration</td>
<td>3,905,498.00</td>
<td>3,455,675.81</td>
<td>449,822.19</td>
</tr>
<tr>
<td>52000 Finance</td>
<td>1,432,581.00</td>
<td>1,347,022.92</td>
<td>85,558.08</td>
</tr>
<tr>
<td>53000 Administration of Justice</td>
<td>1,864,244.00</td>
<td>1,841,740.49</td>
<td>22,503.51</td>
</tr>
<tr>
<td>54000 Public Safety</td>
<td>8,042,489.00</td>
<td>6,676,650.15</td>
<td>1,365,838.85</td>
</tr>
<tr>
<td>55000 Public Health &amp; Welfare</td>
<td>4,492,961.00</td>
<td>4,346,989.11</td>
<td>145,971.89</td>
</tr>
<tr>
<td>56000 Social, Cultural &amp; Recreational Services</td>
<td>1,342,881.00</td>
<td>1,086,297.74</td>
<td>256,583.26</td>
</tr>
<tr>
<td>57000 Agriculture &amp; Natural Resources</td>
<td>208,441.00</td>
<td>144,245.77</td>
<td>64,195.23</td>
</tr>
<tr>
<td>58000 Other Operations</td>
<td>6,931,741.00</td>
<td>1,455,758.88</td>
<td>5,475,982.12</td>
</tr>
<tr>
<td>99000 Transfers Out</td>
<td>229,444.00</td>
<td>0.00</td>
<td>229,444.00</td>
</tr>
</tbody>
</table>

**TOTAL EXPENDITURES**

28,450,280.00

20,354,380.87

8,095,899.13
## SOLID WASTE/SANITATION BUDGET - 2010-2011
### Statement of Revenues and Expenditures
#### Period Ending March 31, 2011

### REVENUES:

<table>
<thead>
<tr>
<th>Account</th>
<th>Description</th>
<th>Total Estimated</th>
<th>REC'D THRU 3-31-2011</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>40000</td>
<td>Local Taxes</td>
<td>2,584,820.00</td>
<td>2,530,303.74</td>
<td>54,516.26</td>
</tr>
<tr>
<td>43000</td>
<td>Charges for Current Service</td>
<td>790,000.00</td>
<td>568,973.37</td>
<td>221,026.63</td>
</tr>
<tr>
<td>44000</td>
<td>Other Local Revenues</td>
<td>250,000.00</td>
<td>241,964.03</td>
<td>8,035.97</td>
</tr>
<tr>
<td>46000</td>
<td>State of Tennessee</td>
<td>23,000.00</td>
<td>11,834.90</td>
<td>11,165.10</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td><strong>3,647,820.00</strong></td>
<td><strong>3,353,076.04</strong></td>
<td><strong>294,743.96</strong></td>
<td></td>
</tr>
</tbody>
</table>

Estimated Fund Balance-June 30, 2010

1,567,931.00

### EXPENDITURES:

<table>
<thead>
<tr>
<th>Account</th>
<th>Description</th>
<th>Total Estimated</th>
<th>PAID &amp; ENCUMBERED THROUGH 3-31-2011</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>55000</td>
<td>Public Health and Welfare</td>
<td>3,846,972.79</td>
<td>1,861,968.27</td>
<td>1,985,004.52</td>
</tr>
<tr>
<td>58000</td>
<td>Other General Government</td>
<td>63,000.00</td>
<td>57,208.60</td>
<td>5,791.40</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td><strong>3,909,972.79</strong></td>
<td><strong>1,919,176.87</strong></td>
<td><strong>1,990,795.92</strong></td>
<td></td>
</tr>
</tbody>
</table>
## DEBT SERVICE BUDGET - 2010-2011

**Statement of Revenues and Expenditures**  
**Period Ending March 31, 2011**

### REVENUES:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Total Estimated</th>
<th>Rec'd Thru 3-31-2011</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>40000</td>
<td>Local Taxes</td>
<td>9,668,264.00</td>
<td>9,381,424.88</td>
<td>286,839.12</td>
</tr>
<tr>
<td>44000</td>
<td>Other Local Revenues</td>
<td>342,334.00</td>
<td>52,050.45</td>
<td>290,283.55</td>
</tr>
<tr>
<td>49000</td>
<td>Operating Transfers</td>
<td>785,000.00</td>
<td>60,038.56</td>
<td>724,961.44</td>
</tr>
</tbody>
</table>

**TOTAL REVENUES**

| Total | 10,795,598.00 | 9,493,513.89 | 1,302,084.11 |

**Estimated Fund Balance-June 30, 2010**

| Amount | 16,710,106.00 |

### EXPENDITURES:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Total Estimated</th>
<th>Paid Thru 3-31-2011</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>82000</td>
<td>Education Debt</td>
<td>12,291,257.00</td>
<td>12,262,220.78</td>
<td>29,036.22</td>
</tr>
<tr>
<td>90000</td>
<td>Public Safety Projects</td>
<td>773,625.00</td>
<td>843,203.44</td>
<td>(69,578.44)</td>
</tr>
<tr>
<td>99100</td>
<td>Transfers Out</td>
<td>232,334.00</td>
<td>0.00</td>
<td>232,334.00</td>
</tr>
</tbody>
</table>

**TOTAL EXPENDITURES**

| Total | 13,297,216.00 | 13,105,424.22 | 191,791.78 |
### PUTNAM COUNTY SELF INSURANCE FUND
#### FUND BALANCE SUMMARY FOR 2010 - 2011
##### As of March 31, 2011

**Fund Balance as of December 31, 2010**

Table:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>PLUS: Departmental Deposits</td>
<td>208,513.75</td>
</tr>
<tr>
<td>Interest</td>
<td>3,766.80</td>
</tr>
<tr>
<td>Corrected 12/31/10 Duplicate Entry</td>
<td>-1,252.09</td>
</tr>
<tr>
<td></td>
<td>211,028.46</td>
</tr>
<tr>
<td>LESS: Liability Claims</td>
<td>5,400.54</td>
</tr>
<tr>
<td>Work Comp Claims</td>
<td>384,824.28</td>
</tr>
<tr>
<td>Medical Records</td>
<td>483.06</td>
</tr>
<tr>
<td>Claim Adjuster Fees</td>
<td>12,430.94</td>
</tr>
<tr>
<td>Legal Fees</td>
<td>20,450.48</td>
</tr>
<tr>
<td>Court Reporter &amp; Court Costs</td>
<td>0.00</td>
</tr>
<tr>
<td>Insurance</td>
<td>18,916.00</td>
</tr>
<tr>
<td>WC Fees to PMA Insurance Group</td>
<td>3,875.00</td>
</tr>
<tr>
<td>Schools Risk Management Survey</td>
<td>3,000.00</td>
</tr>
<tr>
<td>Actuary Report</td>
<td>3,190.61</td>
</tr>
<tr>
<td>Management fee</td>
<td>0.00</td>
</tr>
<tr>
<td>Check Stock from bank</td>
<td>44.43</td>
</tr>
<tr>
<td>Liability Reserve Increase (Decrease) this period</td>
<td>67,000.00</td>
</tr>
<tr>
<td>Work Comp Reserve Increase (Decrease) this period</td>
<td>492,761.00</td>
</tr>
</tbody>
</table>

**Ending Fund Balance as of March 31, 2011**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
</table>

CASH SUMMARY:

Checking account balance as of 03/31/2011: 2,284,484.95
Certificate of Deposit as of 03/31/2011: 1,544,264.50
Brentwood Services WC Claim Payment Act 03/31/2011: 3,387.35
Outstanding items:

<table>
<thead>
<tr>
<th>Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>CK 2086</td>
<td>-1.00</td>
</tr>
<tr>
<td>CK 2110</td>
<td>-11,150.00</td>
</tr>
<tr>
<td>CK 2111</td>
<td>-521.66</td>
</tr>
<tr>
<td>CK 2113</td>
<td>-144.00</td>
</tr>
<tr>
<td>PMA Outstanding Draft</td>
<td>-4,279.64</td>
</tr>
</tbody>
</table>

Ending Cash Balance as of 03/31/2011: 3,816,040.50
Less:

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Open Liability Claim Reserves as of 03/31/2011</td>
<td>-300,000.00</td>
</tr>
<tr>
<td>Open Work Comp Claim Reserves as of 03/31/2011</td>
<td>-1,472,316.00</td>
</tr>
</tbody>
</table>

**Ending Fund Balance as of March 31, 2011**: 2,043,724.50

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

This report was prepared by BB&T Legge Insurance on 04/26/2011
The Chairman asked for discussion on the motion to approve the County General Fund, Debt Service Fund, Solid Waste Sanitation Fund, and Self Insurance Fund. There was none.

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

NEW BUSINESS AND ACTION THEREON BY THE BOARD

REPORT OF STANDING COMMITTEES

PLANNING COMMITTEE

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

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

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

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

FOR

Scott Ebersole       Eris Bryant
Tom Short           Sue Neal
David Gentry        Jonathan Williams
Jerry Ford          Daryl Blair
Ron Williamson      Kevin Maynard
Anna Ruth Burroughs Kim Bradford
Terry Randolph      Bob Duncan
Chris Savage        Steve Pierce
Joe Trobaugh        Mike Atwood
Michael Medley      Cathy Reel

AGAINST

Reggie Shanks       Marsha Bowman

ABSENT

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

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

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

(SEE ATTACHED)
Establishment of a Consolidated Countywide Policy Manual

The County Commission hereby requests:

1. That the County Clerk be requested to compile and maintain a manual containing any policies that are adopted by the County Commission. The Clerk is further requested to extract from the minutes of monthly meetings any policies that have been passed by the Commission since January 2001, and include them in the manual. This manual will be known as the Consolidated Countywide Policy Manual (CCPM).

2. That the CCPM be published in both print form and online with print copies being distributed to all constitutional officers and appointed department heads.

3. That a standard numbering system and print format be developed and implemented for all current and future policies within 180 days of adoption of the CCPM.

4. That all policies included in the CCPM are put on a review schedule and a policy review committee will be established that would review and recommend revision and/or deletion of policies as needed.

5. That the current policies, such as the personnel and fixed asset policies be included in the CCPM.

6. That each policy specifically states which departments are affected and which are not.
The Chairman asked for discussion on the motion to approve the County Clerk compile and maintain a manual with the County policies. The Commissioners discussed the motion.

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

FISCAL REVIEW COMMITTEE

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

Commissioner Mike Atwood moved and Commissioner Chris Savage seconded the motion to approve Budget Amendments to the General Purpose School Fund.
April 27, 2011

Honorable Commissioners
Putnam County Courthouse
Cookeville, TN 38501

Honorable Commissioners:

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

Sincerely,

Mark McReynolds
Putnam County Board of Education

Enclosures:

- To allocate GED performance funds for the Adult Education Program.
- To budget for donation from United Way to Afterschool Program.
Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Adult Education

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

Explanation: To allocate GED performance funds for the adult education program

Requested by: Lynda Breed
Supervisor

Recommended for Approval:

Reviewed by: [Signature]
Chief Financial Officer

Action by Fiscal Review Committee: Recommended for Approval

Action by County Commission: Approved

Date:

### Putnam County Budget Amendment / Line Item Transfer Authorization Form

**Department:** Extended School Program (SAC)  
**DATE:** 5/4/2011

<table>
<thead>
<tr>
<th>Item #</th>
<th>Fund #</th>
<th>Account #</th>
<th>Account Description</th>
<th>Current Approved Amount</th>
<th>Increase</th>
<th>Increase Approval Amount</th>
<th>Requested Approval Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>148</td>
<td>44570</td>
<td>Contributions/gifts</td>
<td>-</td>
<td>2,297.88</td>
<td>2,297.88</td>
<td>2,297.88</td>
</tr>
<tr>
<td>2</td>
<td>146</td>
<td>73300-790 SAC</td>
<td>Other Equipment</td>
<td>1,200.00</td>
<td>2,297.88</td>
<td>3,497.88</td>
<td></td>
</tr>
</tbody>
</table>

**Explanation:**  
This money was a donation received from United Way World Wide on behalf of the JCPenney Afterschool Round-Up Program.

**Requested by:**  
Signature:  
Date: 4/6/11  
**recommended for approval:**  
Signature:  
Date: 4/27/11  
**Reviewed by:**  
Signature:  
Date: 4/27/11  
**Chief Financial Officer**

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

**Action by County Commission:**  
Approved  
Not Approved
The Chairman asked for discussion on the motion to approve Budget Amendments to the General Purpose School Fund. There was none.

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

FOR:

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

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

AGAINST

Marsha Bowman

ABSENT

Andy Honeycutt
Jim Martin

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

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

Commissioner Mike Atwood moved and Commissioner Scott Ebersole seconded the motion to approve the Budget Amendment to the County General Fund in the amount of $357,886.
<table>
<thead>
<tr>
<th>County General Expenditure</th>
<th>Debit</th>
<th>Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>51800 County Buildings</td>
<td></td>
<td></td>
</tr>
<tr>
<td>196 Training</td>
<td>2,190</td>
<td>4,000</td>
</tr>
<tr>
<td>307 Communications</td>
<td></td>
<td>2,540</td>
</tr>
<tr>
<td>334 Maint. Contracts</td>
<td></td>
<td></td>
</tr>
<tr>
<td>335 Maint. Bldgs</td>
<td>13,500</td>
<td>10,000</td>
</tr>
<tr>
<td>338 Maint. Vehicles</td>
<td></td>
<td></td>
</tr>
<tr>
<td>351 Rentals</td>
<td>2,649</td>
<td></td>
</tr>
<tr>
<td>410 Custodial Supplies</td>
<td>350</td>
<td>3,500</td>
</tr>
<tr>
<td>451 Uniforms</td>
<td></td>
<td></td>
</tr>
<tr>
<td>446 Small Tools</td>
<td>1,280</td>
<td>71</td>
</tr>
<tr>
<td>790 Other Equipment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>53100 Circuit Court Clerk</td>
<td></td>
<td></td>
</tr>
<tr>
<td>194 Jury &amp; Witness Fees</td>
<td>2,010</td>
<td>2,010</td>
</tr>
<tr>
<td>790 Office Equipment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>53400 Chancery Court</td>
<td></td>
<td></td>
</tr>
<tr>
<td>199 Other Per Diem</td>
<td></td>
<td>2,500</td>
</tr>
<tr>
<td>54110 Sheriff's Dept.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>106 Deputies</td>
<td>108,000</td>
<td>10,000</td>
</tr>
<tr>
<td>148 Dispatchers</td>
<td></td>
<td>50,000</td>
</tr>
<tr>
<td>187 Overtime</td>
<td></td>
<td></td>
</tr>
<tr>
<td>189 Other Salaries</td>
<td>10,000</td>
<td>5,000</td>
</tr>
<tr>
<td>196 In Service</td>
<td></td>
<td></td>
</tr>
<tr>
<td>399 Other Contracted Services</td>
<td></td>
<td>20,000</td>
</tr>
<tr>
<td>451 Uniforms</td>
<td></td>
<td>5,000</td>
</tr>
<tr>
<td>54210 Jail</td>
<td></td>
<td></td>
</tr>
<tr>
<td>160 Guards</td>
<td>72,000</td>
<td>50,000</td>
</tr>
<tr>
<td>340 Medical &amp; Dental</td>
<td></td>
<td></td>
</tr>
<tr>
<td>422 Food</td>
<td></td>
<td></td>
</tr>
<tr>
<td>55130 Ambulance Service</td>
<td></td>
<td></td>
</tr>
<tr>
<td>133 Paraprofessionals</td>
<td>124,576</td>
<td>90,482</td>
</tr>
<tr>
<td>169 Part Time</td>
<td></td>
<td>46,854</td>
</tr>
<tr>
<td>187 Overtime</td>
<td></td>
<td></td>
</tr>
<tr>
<td>55190 Infectious Disease</td>
<td></td>
<td></td>
</tr>
<tr>
<td>196 Training</td>
<td>7,000</td>
<td>6000</td>
</tr>
<tr>
<td>58500 Other Agencies</td>
<td></td>
<td></td>
</tr>
<tr>
<td>316 Contributions</td>
<td></td>
<td></td>
</tr>
<tr>
<td>County General Revenue</td>
<td></td>
<td></td>
</tr>
<tr>
<td>39000 Fund Balance</td>
<td>2,500</td>
<td></td>
</tr>
<tr>
<td>44980 Local Revenue</td>
<td>5,780</td>
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<tr>
<td>48990 Other Gov't Agencies</td>
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<tr>
<td>Total</td>
<td>357,886</td>
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Putnam County Budget Amendment/Transfer Authorization Form

Department: Other Agencies
Date: May 5, 2011

<table>
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<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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<tbody>
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<td>101</td>
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<td>Other Agencies Contributions</td>
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<td>222,397</td>
<td>185,129</td>
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<td>6,000</td>
<td>91,000</td>
<td>168,770</td>
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Explanation: Additional funds needed for UCHRA

Requested By: Kim Blaylock
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<th>Fund #</th>
<th>Account #</th>
<th>Account Description</th>
<th>Current Amount</th>
<th>Decrease</th>
<th>Increase</th>
<th>Requested</th>
<th>Amount Expended</th>
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<tbody>
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<td>2,190</td>
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<td>51800-307</td>
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<td>13,700</td>
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<td>51800-334</td>
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<td>43,434</td>
<td>40,722</td>
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<td>51800-335</td>
<td>Maint. Bldgs.</td>
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<td>51800-338</td>
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<td>194,300</td>
<td>179,164</td>
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<td>51800-410</td>
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<td>71</td>
<td>10,114</td>
<td>8,727</td>
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</table>

Explanation: See Memo

Requested By: Dennis McBroom
April 28, 2011

To: Kim Blaylock – County Executive

From: Dennis McBroom – Maintenance Director

Re: Budget Amendments

I would like to request the following budget amendments:

1. 307-Communications: Transfer from 51800-351 Rentals $2649.45, transfer from 51800-446 Small Tools $1280.00, Transfer from 51800-790 Other Equip. $71.00.

2. 334-Maint. Contracts: Transfer from 51800-196 Training $2,190.00, transfer from 51800-410 Custodial Supplies $350.00


4. 451- Uniforms: Transfer from 51800-335 Maint. & Repair Buildings $3,500.00.

Your cooperation in this matter is appreciated.
Putnam County Budget Amendment/Line Item Transfer Authorization Form

Department: Circuit Court Clerk  Date: April 15, 2011

<table>
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<th>Item #</th>
<th>Fund #</th>
<th>Account #</th>
<th>Account Description</th>
<th>Current Approved Amount</th>
<th>Increase</th>
<th>Decrease</th>
<th>Requested Approval Amount</th>
<th>Amount Expended (Received) YTD</th>
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<tbody>
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<td>53100</td>
<td>Office Equipment</td>
<td>$0.00</td>
<td>$2,010.00</td>
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<td></td>
<td>$2,010.00</td>
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<tr>
<td>194</td>
<td>53100</td>
<td>Jury and Witness Fees</td>
<td>$28,163.00</td>
<td>-$2,010.00</td>
<td></td>
<td></td>
<td>$26,153.00</td>
<td></td>
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Totals: $28,163.00 $2,010.00 -$2,010.00 $28,163.00

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

Requested by: Marcia Borys  Recommended for approval: MB
Supervisor  Official/Department Head

Action by Fiscal Review Committee: Recommended for Approval  Action by County Commission: Approved
No Recommendation  Not Approved
<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 (Received) YTD</th>
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</thead>
<tbody>
<tr>
<td>101</td>
<td>53400-199</td>
<td>Other Per Diem &amp; Fees</td>
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</table>

Explanation: See letter from Linda Reeder

Requested By:
Linda Reeder
TO: DEBBY FRANCIS, COUNTY EXECUTIVE’S OFFICE

FROM: LINDA REEDER, CLERK & MASTER

SUBJECT: BUDGET AMENDMENT (COURT OFFICER SALARY)

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

Thanking you in advance for the request.

[Signature]
<table>
<thead>
<tr>
<th>Fund #</th>
<th>Account #</th>
<th>Account Description</th>
<th>Current Approved</th>
<th>Decrease</th>
<th>Increase</th>
<th>Amount Requested</th>
<th>Amount Expended</th>
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</thead>
<tbody>
<tr>
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<td>1,502,828</td>
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<td>Dispatchers</td>
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<td>210,557</td>
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<td>101</td>
<td>54110-187</td>
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<td>270,000</td>
<td>251,950</td>
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<tr>
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<td>54110-189</td>
<td>Other Salaries</td>
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<td>In Service</td>
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<td>45,000</td>
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<td>0</td>
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<tr>
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<td>54110-451</td>
<td>Uniforms</td>
<td>28,000</td>
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<td>5,000</td>
<td>33,000</td>
<td>27,220</td>
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<tr>
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<td>54210-160</td>
<td>Guards</td>
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<td>1,299,000</td>
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<td>Medical &amp; Dental</td>
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<td>500,000</td>
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<td>50,000</td>
<td>250,000</td>
<td>206,980</td>
</tr>
</tbody>
</table>

Explanation: See Memo from Sheriff's Dept.

Requested By: Sheriff David Andrews
MEMORANDUM

TO: Kim Blaylock, County Executive
    Debby Francis
    Budge Committee

FROM: Sheriff David K. Andrews

DATE: April 7, 2011

RE: Budget Amendments

I am requesting that the following budget amendments be made:

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

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

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

$50,000.00 be taken out of 54110-106 Deputies and placed into 54210-187 Overtime

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

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

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

$5,000.00 be taken out of 54110-106 Deputies placed into 54110-451 Uniforms.
## Putnam County Budget Amendment/Transfer Authorization Form

**Department:** Ambulance Services  
**Date:** April 27, 2011

<table>
<thead>
<tr>
<th>Fund #</th>
<th>Account #</th>
<th>Account Description</th>
<th>Current Approved Amount</th>
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<th>Increase</th>
<th>Amount Requested</th>
<th>Amount Expended</th>
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</thead>
<tbody>
<tr>
<td>101</td>
<td>55130-133</td>
<td>Paraprofessionals</td>
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<td>55130-169</td>
<td>Part Time</td>
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<td>55130-187</td>
<td>Overtime</td>
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<td>46,854</td>
<td>150,354</td>
<td>121,763</td>
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<tr>
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<td>55190-196</td>
<td>Training</td>
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<td>80</td>
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<td>#44990</td>
<td>Local Revenue</td>
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<td></td>
<td></td>
<td></td>
<td>5,760</td>
</tr>
</tbody>
</table>

**Explanation:** See Memo

**Requested By:** Randy Porter
BUDGET AMENDMENTS

From 55130-133 Paraprofessionals to 55130-169 Part-time Personnel $77,722
This is where part-time employees are used to work in full-time positions while they are vacant and for work comp injuries, maternity leave, etc. Transfer to cover cost already incurred. No new money.

From 55130-133 Paraprofessionals to 55130-187 Overtime Pay $46,854
This is where part-time employees are used to work in full-time positions while they are vacant and for work comp injuries, maternity leave, etc. Transfer to cover cost already incurred. No new money.

From 44990 EMS Standby to 55130-169 Part-time Personnel $5,760
EMS is reimbursed where we cover ballgames, sporting and special events. This is to transfer those funds to cover our cost already incurred. No new money.

From 55190-499 Other Supplies to 55130-169 Part-time Personnel $7,000
This is to move funds from the CPR training budget to cover for annual training of the students at the High Schools which has already taken place. No new money.
The Chairman asked for discussion on the motion to approve the Budget Amendment to the County General Fund in the amount of $357,886. There was none.

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

FOR:

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

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

AGAINST

Michael Medley
Eris Bryant

ABSENT

Andy Honeycutt
Jim Martin

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

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

Commissioner Mike Atwood moved and Commissioner Michael Medley seconded the motion to approve Budget Amendments to the Road Department Fund in the amount of $48,100.
Putnam County Budget Amendment/Line Item Transfer Authorization Form
Road Department
MAY, 2011 Commission Meeting

<table>
<thead>
<tr>
<th>Item</th>
<th>Fund</th>
<th>Account</th>
<th>Description</th>
<th>Approved Expenditures</th>
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<th>Balance</th>
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<td>61000.208</td>
<td>Dental Ins.</td>
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<td>-</td>
<td>1,000</td>
<td>14</td>
<td>986</td>
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<td>-</td>
<td>-</td>
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<td>-</td>
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<td>-</td>
<td>-</td>
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<td>21,000</td>
<td>18,004</td>
<td>2,996</td>
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<td>17</td>
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<td>131</td>
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<td>65000.454</td>
<td>Water</td>
<td>200</td>
<td>-</td>
<td>100</td>
<td>300</td>
<td>204</td>
<td>96</td>
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<tr>
<td><strong>TOTALS</strong></td>
<td></td>
<td></td>
<td></td>
<td><strong>414,043</strong></td>
<td><strong>48,100</strong></td>
<td><strong>48,100</strong></td>
<td><strong>414,043</strong></td>
<td><strong>241,609</strong></td>
<td><strong>172,434</strong></td>
</tr>
</tbody>
</table>

Explanation: Increases due to higher prices for products and services. Insurance increases due to new enrollments. Liquid Asphalt needed to finish FEMA projects.

Requested by: [Signature]
Randy Jones, Putnam County Road Supervisor

Date: ____________

Action by Fiscal Review Committee: Recommended Approval
Date: ____________

Action by County Commission: Approved
Date: ____________
The Chairman asked for discussion on the motion to approve Budget Amendments to the Road Department Fund in the amount of $48,100. There was none.

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

FOR:

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

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

ABSENT

Andy Honeycutt
Jim Martin

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

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

Commissioner Mike Atwood moved and Commissioner Ron Williamson seconded the motion to approve Budget Amendments to the Debt Service Fund in the amount of $69,579.
Putnam County Budget Amendment/Transfer Authorization Form

Department: DEBT SERVICE FUND  
Date: April 27, 2011

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

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

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

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

FOR

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

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

ABSENT

Andy Honeycutt
Jim Martin

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

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

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

(SEE ATTACHED)
April 20, 2011

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

RE: Judicial forfeitures

Dear Ms. Blaylock:

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

I am presently awaiting further instructions from the Comptroller’s office on how these accounts are set up. They have advised me that the Trustee of Putnam County should establish a nonbudgeted special revenue fund (i.e. uniform chart of account fund numbers 126 or 127) for Section 39-11-713 forfeitures. The financial operations of the fund would be administered by the county mayor/executive. The District Attorney General should submit requisition letters to the county mayors/executives for goods and services, which would then be obtained through the county’s purchasing system. All disbursements should be for law enforcement purposes excluding salaries.
Ms. Kim Blaylock
Putnam County Executive
April 20, 2011
Page 2

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

Sincerely yours,

Randall A. York
District Attorney General

CC: Mr. Jeff Jones
Putnam County Attorney
RESOLUTION TO RATIFY CHAPTER 979 OF THE PUBLIC ACTS OF 1998, 
AUTHORIZE THE 
RECEIPT OF FUNDS PURSUANT TO THAT CHAPTER 
AND TO DESIGNATE THE ALLOCATION OF SUCH FUNDS

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

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

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

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

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

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

SECTION 3. Furthermore, the Board of Commissioners of Putnam County provides that such funds shall be designated for law enforcement purposes. The funds shall be administered in accordance with accounting procedures prescribed by the office of the Comptroller of the Treasury. The funds shall not be used to supplement the salaries of any public employee or law enforcement officer nor shall they be used to supplant other local or State funds.
SECTION 4. This Resolution shall be effective upon its passage and approval, the public welfare requiring it. The county clerk is directed to mail a certified copy of this resolution to the office of the Comptroller of the Treasury.

16th May, 2011.

Adopted this day of __________, 2011.

APPROVED:

[Signature]
COUNTY EXECUTIVE

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

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

FOR

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

ABSENT

Andy Honeycutt  Jim Martin

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

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

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

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

(SEE ATTACHED)
## County Board of Equalization

<table>
<thead>
<tr>
<th>County</th>
<th>Chairman</th>
<th>Board Member</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lincoln</td>
<td>100.00</td>
<td>60.00</td>
</tr>
<tr>
<td>Rutherford</td>
<td>100.00</td>
<td>100.00</td>
</tr>
<tr>
<td>Franklin</td>
<td>80.00</td>
<td>70.00</td>
</tr>
<tr>
<td>Marshall</td>
<td>60.00</td>
<td>50.00</td>
</tr>
<tr>
<td>Hickman</td>
<td>100.00</td>
<td>75.00</td>
</tr>
<tr>
<td>Bedford</td>
<td>55.00</td>
<td>50.00</td>
</tr>
<tr>
<td>Maury</td>
<td>80.00</td>
<td>70.00</td>
</tr>
</tbody>
</table>

Reappraisal year 75.00 Chairman & 70.00 Member
MOTION RE: AMEND THE MOTION TO RAISE THE PAY FOR THE MEETING FEES FOR THE COUNTY BOARD OF EQUALIZATION TO $50 PER MEETING, WITH THE CHAIRMAN OF THIS COMMITTEE TO RECEIVE $60 PER MEETING

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

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

FOR

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

Sue Neal
Kim Bradford
Marsha Bowman
Cathy Reel

AGAINST

Scott Ebersole
Tom Short
Ron Williamson

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

ABSTAIN

Reggie Shanks

ABSENT

Andy Honeycutt
Jim Martin

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

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

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

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

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

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

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

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

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

Every household is allowed to bring in eight tires per year at no charge. We are only reimbursed the $70.00 per ton for these tires; the county absorbs the $22.61 per ton. The total tonnage for Jan.-Dec 2010 is: 31.16 tons. This includes the government tires and fleet tires.
Solid Waste - Recycling Committee Meeting
Thursday, May 5, 2011

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

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

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

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

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

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

The Committee then discussed the Putnam County Solid Waste Departments proposal to increase tire disposal fees (attached) from $22.61 to $42.61 to avoid a budget deficit. Lengthy discussion followed including the State of Tennessee's reimbursement of $70.00 per ton; the County's payment of charges to tire recyclers who utilize the tires as raw materials who then sell for profit; and the possibility of exploring other options more advantageous to Putnam County. Commissioner Williamson discussed an area of concern raised by a constituent concerning illegal tire dumping in the eastern part of Putnam County and the citizen's request that the County accept tires at a recycling facility more accessible to those residents. Mr. Street advised that this was done at one time but the cost involved was prohibitive including the issue of transporting those tires back to the landfill.
In addition, Mr. Street stated that the City of Monterey recently conducted a cleanup of the area in question and disposed of over 200 tires. After further examination of the cost factors involved, it was determined that an increase of approximately $33.00 per ton would be sufficient to avoid a budget deficit in this area. Households would continue to be able to dispose of eight tires per year. As stated, it was agreed that the issue of tire disposal would be reviewed further.

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

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

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

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

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

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

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

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

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

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

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

(SEE ATTACHED)
Dear Putnam County Commission,

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

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

At the April 20, 2011 Trail Authority board meeting, the Authority approved the fiscal year operating budget in the total amount of $28,796. This budget consists primarily of the annual lease payments to the Nashville & Eastern Railroad ($17,851) and the annual liability insurance premium ($6,000). The remaining budget expenses ($5,125) represent anticipated enhancements at the new trailheads, some provision for repairs and administration costs associated with filing required annual reports and conducting an annual financial audit.

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

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

The Trail Authority requests that the Putnam County Commission approve the appropriation of $7,244 which represents ¼ of the annual Trail Authority budget, for the fulfillment of the mission of the Authority*. This money will be combined with the appropriations of the three other government entities to facilitate the Trail Authority work on behalf of all four governments.

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

Attachment: 2011 – 2012 Budget
# Tennessee Central Heritage Rail Trail Authority

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

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

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

### Revenues

<table>
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<tr>
<th>Sources</th>
<th>Description or Details</th>
<th>Comments</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Four-Government Annual Contributions per Intergovernmental Agreement (sec. 6.0)</td>
<td>Annual M &amp; O budget to be divided equally between four government entities.</td>
<td></td>
<td>$28,976</td>
</tr>
<tr>
<td>Total Revenue</td>
<td></td>
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<td>$28,976</td>
</tr>
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</table>

### Expenditures

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<tr>
<th>Maintenance Type</th>
<th>Cost Per Unit</th>
<th>Units for Consideration</th>
<th>Unit of Measure</th>
<th>Extended Cost</th>
<th>Assessment of Need for Period</th>
<th>Annual Budget - Based on Assessed Need</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trail Surface Maintenance</td>
<td>$1,000</td>
<td>10</td>
<td>Mile</td>
<td>$19,000</td>
<td>1%</td>
<td>$200</td>
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<tr>
<td>Surface repair (crack or pothole) Included in &quot;Trail Surface Maintenance&quot;</td>
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<td></td>
<td></td>
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<td></td>
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<tr>
<td>Repairs of surface Included in &quot;Trail Surface Maintenance&quot;</td>
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<tr>
<td>Trailhead Maintenance</td>
<td>$200</td>
<td>4</td>
<td>Major Trailheads</td>
<td>$800</td>
<td>63%</td>
<td>$480</td>
</tr>
<tr>
<td>Signage Installation &amp; Maintenance</td>
<td>$200</td>
<td>4</td>
<td>Major Trailheads</td>
<td>$800</td>
<td>100%</td>
<td>$800</td>
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<tr>
<td>Barrier Maintenance</td>
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<td>4</td>
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<td>$0</td>
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<tr>
<td>Information Kiosk Installation &amp; Maintenance</td>
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<td>4</td>
<td>Major Trailheads</td>
<td>$800</td>
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<td>$500</td>
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<td>Major Trailheads</td>
<td>$2,000</td>
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<td>$0</td>
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<tr>
<td>Facilities Repair &amp; Maintenance</td>
<td>$500</td>
<td>4</td>
<td>Major Trailheads</td>
<td>$2,000</td>
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<td>$0</td>
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<tr>
<td>Lighting Maintenance/Repair</td>
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<td>4</td>
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<td>$1,000</td>
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<td>$0</td>
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<tr>
<td>Grounds &amp; ROW Maintenance</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mowing &amp; Bush Hop</td>
<td>$250</td>
<td>10</td>
<td>Mile</td>
<td>$4,750</td>
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<td>$0</td>
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<tr>
<td>Pruning</td>
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<td>10</td>
<td>Mile</td>
<td>$475</td>
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<tr>
<td>Tree and/or limb removal</td>
<td>$50</td>
<td>10</td>
<td>Mile</td>
<td>$550</td>
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<tr>
<td>Erosion &amp; drainage maintenance</td>
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<td>10</td>
<td>Mile</td>
<td>$655</td>
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<td>$0</td>
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<tr>
<td>Leaf Removal w/ in city limits</td>
<td>$35</td>
<td>4</td>
<td>Mile</td>
<td>$140</td>
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<td>$0</td>
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<tr>
<td>Signage Maintenance</td>
<td>$5</td>
<td>10</td>
<td>Mile Markers</td>
<td>$380</td>
<td>0%</td>
<td>$0</td>
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<tr>
<td>Barrier inspection &amp; maintenance</td>
<td>$100</td>
<td>5</td>
<td>Major Trailheads</td>
<td>$1,500</td>
<td>0%</td>
<td>$0</td>
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<tr>
<td>Landscaping</td>
<td>$200</td>
<td>4</td>
<td>Major Trailheads</td>
<td>$800</td>
<td>0%</td>
<td>$0</td>
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<tr>
<td>Trash Removal</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trash receptacles at trailheads</td>
<td>$1,048</td>
<td>4</td>
<td>Major Trailheads</td>
<td>$4,160</td>
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<td>$0</td>
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<td>Trash receptacles along trail</td>
<td>$520</td>
<td>5</td>
<td>Minor Trailheads</td>
<td>$2,600</td>
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<td>General litter cleanup</td>
<td>$10</td>
<td>10</td>
<td>Mile</td>
<td>$190</td>
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<td>$0</td>
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<td>General and Miscellaneous</td>
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<tr>
<td>Vandalism Repair</td>
<td>$1,000</td>
<td>1</td>
<td>Incident</td>
<td>$1,000</td>
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<td>Beautification</td>
<td>$100</td>
<td>5</td>
<td>Major Trailheads</td>
<td>$500</td>
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<td>Right of Way Consideration</td>
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<td>Annual lease payments w/ interest at 3.25% effective 22Jan11</td>
<td>$17,851</td>
<td>Trail seg. A - D</td>
<td>Lease Payment</td>
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<td>Trail Manager and/or Tasks</td>
<td>$23,000</td>
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<td></td>
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<td>Survey trail users Included in &quot;Trail Manager&quot;</td>
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<tr>
<td>Marketing - brochures Included in &quot;Trail Manager&quot;</td>
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<td>Marketing - publications Included in &quot;Trail Manager&quot;</td>
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<td>Marketing - regional collaboration Included in &quot;Trail Manager&quot;</td>
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<td>Security</td>
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<td>Special Maintenance (snow removal, closures for RR, etc.)</td>
<td>$500</td>
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<td>Mile</td>
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Dear Putnam County Commission,

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

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

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

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

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

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

Respectfully,
Trail Authority Board – Keith Lilly, Chairman
Tennessee Central Heritage Rail Trail Authority
Dear Putnam County Commission,

Re: Rail Trail Authority Bylaws and Recommendation of Attendance Policy

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

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

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

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

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

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

Respectfully,
Trail Authority Board – Keith Lilly, Chairman
Tennessee Central Heritage Rail Trail Authority
BY-LAWS AND/OR CORPORATE AGREEMENT

OF

TENNESSEE CENTRAL HERITAGE RAIL TRAIL AUTHORITY

Article I - GENERAL

1. NAME. This organization is chartered as the Tennessee Central Heritage Rail Trail Authority (Trail Authority), but may "do business as" other names as may be deemed appropriate by the Board of Directors.

2. MISSION. The mission of the Trail Authority is to create and manage, within the applicable federal, state, local and/or grant requirements, a multi-use trail system through Putnam County and the Upper Cumberland region by thoughtful co-utilization of the Nashville & Eastern Railroad Authority railroad right-of-way and/or adjacent properties, greenways, easements, right-of-ways, etc. for the purposes of non-motorized transportation, economic development, recreation, improved quality of life, tourism and historical preservation.

3. LOCATION. The address of the Trail Authority’s initial registered office is 45 East Broad Street, Cookeville, TN 38501.

4. REGISTERED AGENT. The Trail Authority’s initial registered agent is Jim Shipley, City Manager, 45 East Broad Street, Cookeville, TN 38501.

5. LIMITATION of METHODS. The Trail Authority shall be non-partisan and non-sectarian in its activities and shall take no part in or lend its support to the election or appointment of any candidate for local, state or federal office.

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

Article II – TRAIL AUTHORITY ACCOUNTABILITY

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

Rev. 7 By-Laws: DRAFT proposal to add Leadership Putnam in place of UCHeritage Association and add an attendance policy 18Apr11
Page 1 of 10
City of Algood, Tennessee........................................ 25 percent
City of Cookeville, Tennessee................................. 25 percent
Town of Monterey, Tennessee................................. 25 percent
Putnam County, Tennessee................................. 25 percent

2. CORPORATION. The Trail Authority shall be a public nonprofit corporation and public instrumentality of the governmental entities as defined in Article II, sec. 1, but shall have no power to obligate any of the said governmental entities in any way, as provided in the Act.

3. JOINT ECONOMIC AND COMMUNITY DEVELOPMENT BOARD. Whereas, Tennessee Code Annotated 6-58-114 has resulted in the creation of a Joint Economic and Community Development Board (JECDB Board) to foster communication between and among governmental entities, industry and private citizens, the JECDB Executive Committee will be utilized by the Trail Authority as a single point of contact and a clearinghouse for mission-related actions and activities. The Trail Authority will prepare a statement of project status, budget, and/or submit items for consideration at the quarterly meetings of the JECDB Executive Committee.

Article III - MEMBERSHIP

1. TENNESSEE CENTRAL HERITAGE RAIL TRAIL AUTHORITY BOARD. It is agreed that the Trail Authority will be operated by a Board appointed as set forth below. The Board will be known as the TENNESSEE CENTRAL HERITAGE RAIL TRAIL AUTHORITY BOARD, hereinafter referred to as the "Trail Authority". Except as otherwise provided in this Agreement, the Trail Authority will have ten (10) members. The governing body of each participating governmental entity will appoint two (2) members. The ninth member shall be appointed by the Cookeville Area-Putnam County Chamber of Commerce, hereinafter "Chamber of Commerce". The tenth member shall be appointed by the Leadership Putnam.

2. APPOINTMENTS. All appointed members shall be appointed for a term of three (3) years which appointments shall be for staggered terms. Members may be appointed to succeed themselves, but no members shall be appointed for more than two (2) consecutive full terms. Vacancies shall be filled for the unexpired term of the vacating member by the appropriate governing body.

3. OFFICERS. The Trail Authority will elect a Chairman, Vice-Chairman, Secretary and Treasurer from the membership of the Board. Board officers will serve for a one (1) year term and may succeed themselves. Officer duties are generally described as:
4. CHAIRMAN. The Chairman shall serve as the executive head of the Trail Authority and shall preside at all meetings of the Trail Authority Board. The Chairman shall, with advice and counsel of the sponsoring governmental entities, the JECDB Executive Committee and the project managers in charge of grant administration, determine all subcommittees; select all subcommittee chairmen; assist in the selection of subcommittee personnel and shall be an ex-officio member of all subcommittees. The Chairman shall serve as the voice of the Trail Authority at the JECDB Executive Committee meetings.

5. VICE CHAIRMAN. The Vice Chairman shall exercise the powers and authority and perform the duties of the Chairman in the absence or disability of the Chairman. The Vice Chairman shall be responsible for determining that the program activities of the Trail Authority are directed toward achieving the mission of the Trail Authority. The Vice chairman will also have supervision of subcommittees assigned by the Chairman.

6. SUBCOMMITTEE VICE-CHAIRMEN. The Subcommittee Vice Chairmen will assume such duties as may be assigned by the Trail Authority Chairman.

7. SECRETARY. The Secretary shall be responsible for ensuring Trail Authority adherence to the requirements of the open meetings laws. Primary duties will include confirmation of proper public notification of meetings, creation of agenda for all meetings, documentation of all meetings and proper dissemination of meeting minutes as set forth elsewhere in this document.

8. TREASURER. The Treasurer shall be responsible for the safeguarding of all funds received by the Trail Authority and for their proper disbursement. Such funds shall be kept on deposit in financial institutions approved by the Trail Authority Board. The Treasurer shall cause a monthly financial report to be presented to the Board at each regular meeting of the Trail Authority Board. The Treasurer shall maintain a direct relationship with the personnel whom manage the federal, state and other grant monies applied toward the trail project and shall ensure that consistent reporting of grant funds, matching funds and other details are achieved between the sponsoring governmental entities, the grant recipients and other involved personnel or agencies.

9. DUTIES. The duly appointed members of the Trail Authority are the representatives of the respective governmental entities, the Chamber of Commerce or Leadership Putnam. As such, the volunteer Trail Authority member will endeavor to fulfill the mission of the Trail Authority. The members shall bring the perspective of the respective entity to the trail project, but will work to ensure the success of the overall Trail Authority mission.

10. COMPENSATION. The members of the Trail Authority will serve without compensation. If lawful and necessary expenses, including travel, must be incurred and members of the Trail Authority desire reimbursement, said expenses must have prior written approval by the Trail Authority Treasurer (see Article III, section 8).
Article IV – MEETINGS

1. MEETINGS. The Trail Authority Board will establish the time, date and place of its regular meetings. Regular meetings will be held at least quarterly. Special meetings will be held at the call of the Chairman or upon written notice by a majority of the Board members. All meetings and business will be open to the public as required by the open meetings laws. The minutes of each meeting will be written and open for public inspection during normal business hours. A copy of said minutes shall also be forwarded to the chief executive officer of each governmental entity within ten (10) days following said meeting.

2. QUORUM and VOTING. A majority of the Trail Authority Board will constitute a quorum for the purpose of conducting business. Action may be taken by the Trail Authority upon a majority vote of the total Board membership and not simply by a majority of the Board members present at the meeting. The Trail Authority will adopt rules of procedure for its own operation and may amend such rules and procedure as deemed appropriate or necessary by the Board.

3. PARLIAMENTARY RULES. A question of parliamentary procedure shall be settled according to the latest edition of Roberts Rules of Order, whenever they are not inconsistent with the By-Laws of this organization.

4. BOARD MEMBER ATTENDANCE. Board members, having been duly appointed as specified in Article III, section 1 & 2, are expected to contribute to the mission of the Trail Authority board. Board activities can only be accomplished by actions of a quorum as indicated in article IV, section 2. Therefore, Trail Authority board members that are absent from two consecutive regularly scheduled board meetings or three meetings in a fiscal year will be reported to their appointing entity for appropriate corrective action.

Article V – SUBCOMMITTEES

1. CREATION. The Trail Authority Chairman, with approval of the Board, shall create whatever subcommittees are deemed necessary to facilitate the mission of the Trail Authority, in addition to those committees specifically required by the By-Laws. The subcommittees shall be chaired by one of the Trail Authority board members. Subcommittee members may be comprised of the sponsoring entities, the Chamber of Commerce, Leadership Putnam, Academia, Businesses and Corporations and the general public.

2. PURPOSE. Subcommittees shall make investigations, conduct studies and hearings, make recommendations to the Trail Authority Board and carry on such activities as may be delegated by the Board.

3. LIMITATIONS. No action by any subcommittee shall be binding upon or constitute an
expression of the policy of the Trail Authority until it shall have been approved or ratified by the Board.

4. SUBCOMMITTEE MEETINGS. Each committee is subject to the call of the respective chairman. All subcommittee meetings and business will be open to the public as required by open meetings laws.

5. SUBCOMMITTEE QUORUM. When not otherwise provided, a majority of any subcommittee shall constitute a quorum.

6. SUBCOMMITTEE REPORTS. Progress reports may be made to the Trail Authority Board as may be requested. At a minimum, a broadly encompassing Statement of Work that is consistent with the Trail Authority mission and the assignment of the subcommittee is to be maintained for regular review by the Board.

7. DIVISIONS. The Trail Authority Board may create such standing committees, subcommittees and special committees as it deems advisable to handle the work of the Trail Authority. The Board shall authorize and define the powers and duties of all standing committees, subcommittees and special committees. The Board shall annually review and approve all activities and proposed programs of such standing committees, subcommittees and special committees.

Article VI - FINANCES

1. NONPROFIT STATUS. The Trail Authority shall obtain and maintain nonprofit and tax-exempt status as defined in section 501 (c)(3) of the Internal Revenue Code.

2. FINANCIAL MATTERS. The sponsoring governmental entities agree that they will share equally in providing the annual operating budget of the Tennessee Central Heritage Rail Trail. Financing for the acquisition of additional real property and additional capital improvements will be determined on a case by case basis, by unanimous agreement of the parties, as the need may arise. The Trail Authority shall not be authorized to expend funds for the acquisition of real property without the consent of all sponsoring governmental entities.

3. JOINT FUND CREATED. For the purpose of providing the Trail Authority with monies for the necessary expenditures in carrying out the Rail Trail operations, a joint fund (the "Joint Fund") will be created and maintained. Any federal, state or other contributions or loans, and the revenues obtained from the operation of the Tennessee Central Heritage Rail Trail will also be deposited in the Joint Fund. Disbursements from the Joint Fund will be made by order of the Trail Authority, subject to the limitations of this Agreement.

4. ANNUAL BUDGET. The Trail Authority must submit an annual operating budget to each governmental entity on or before April 1 of each year. The total expenditures of the Trail Authority in any fiscal year will be determined by the budget approved by all of the
governmental entities. No purchase or expenditure in excess of the sum allotted in the annual budget may be made by the Trail Authority without the approval of the governmental entities.

5. PURCHASING. The Trail Authority shall adopt rules and regulations concerning the purchasing procedure for purchases and contracts. The procedures must provide for public advertisement and competitive bidding of major purchases, and must conform with general laws concerning public purchases and contracts. Major purchases, for purposes of this Agreement, are purchases or contracts which exceed twenty-five hundred dollars ($2,500). Purchases or contracts greater than three hundred dollars ($300), but less than twenty-five hundred dollars ($2,500), must be made based upon three (3) competitive bids, whenever possible.

6. ACCOUNTING and REPORTING. The Trail Authority must conduct its financial affairs and maintain its records according to sound accounting practices. The Trail Authority must file a quarterly financial report with the governmental entities. The Authority will utilize a July 1 through June 30 fiscal year.

7. AUDIT. An annual audit will be made for the purpose of ascertaining errors, irregularities or defaults. The audit will be made by the State Comptroller or a private certified public accountant, agreed upon by the governmental entities.

8. DISBURSEMENTS. No obligation or expense shall be incurred and no money shall be appropriated or paid except as directed by the Trail Authority Board through the operating budget, amendments to that budget or specific action of the sponsoring governmental entities.

9. CHECKS and DRAFTS. All checks and drafts on corporate funds must have two signatures from among any of the following four (4) persons: 1) Chairman, 2) Vice Chairman, 3) Treasurer and 4) other individuals designated by the Trail Authority Board.

Article VII – EXECUTION OF DUTIES

1. OPERATION BY THE AUTHORITY. Except as limited by this Agreement or by state or federal laws or regulations, the Trail Authority shall have the power to plan, acquire, establish, develop, construct, enlarge, improve, maintain, equip, operate, regulate, protect and police the Tennessee Central Heritage Rail Trail. The Trail Authority may exercise, on behalf of the governmental entities, all powers of each as provided in Title 12, Chapter 10, Part 1, of the Tennessee Code Annotated, with respect to the mission of the Trail Authority.

2. CONTRACTS and LEASES. In operating the Rail Trail, the Trail Authority may enter into any contracts, leases, agreements, grants or other arrangements, subject to the limitations of this Agreement or any limitations of any state or federal grants. These arrangements may be either exclusive or in common with others as long as the public is not deprived of its rightful use thereof.
3. CHARGES, RENTALS & FEES. In each case the Trail Authority may establish the 
terms and conditions and fix the charges, rental or fees for the privileges, uses or services, 
and use of buildings or structures, which will be reasonable and uniform.

4. MANAGEMENT CONTRACTS. The Trail Authority is authorized to contract with a 
qualified person to manage the operations of the Rail Trail. The Trail Authority will 
determine the consideration and conditions of the management contract; provided that the 
Rail Trail shall be operated as a public facility and the manager shall not enter into any 
contracts or other arrangements in connection with the operation of the Rail Trail which the 
Trail Authority has not authorized or approved. The manager will take his or her direction 
from the Chairman of the Board. The Chairman will speak for the Board and convey the 
will and directions of the Board to the manager.

**Article VIII - LIMITATIONS ON THE AUTHORITY**

1. EMINENT DOMAIN. Eminent domain proceedings may be instituted only by authority 
of the appropriate governmental entity in which the real property is located, with the 
uminous agreement of the governmental entities and the recommendation of the Trail 
Authority.

2. DISPOSAL OF REAL PROPERTY. The Trail Authority shall not dispose of any real 
property under its jurisdiction except with the unanimous consent of the participating 
governmental entities. Title to all real property will be held in the name of the 
participating governmental entities as tenants in common.

3. RULES and REGULATIONS. No rule or regulation adopted by the Trail Authority shall 
be inconsistent with, or contrary to, any act of the Congress of the United States, or the laws 
of this state, or any regulations or standards established pursuant thereto.

**Article IX - LIABILITY OF THE TRAIL AUTHORITY**

1. BOARD LIABILITY. For purposes of the Governmental Tort Liability Act, T.C.A. 29-
20-101, et. seq., the Trail Authority of the Tennessee Central Heritage Rail Trail is declared 
to be a governmental entity, as defined in T.C.A. Section 29-20-102(3). The members of 
the Trail Authority are declared to be immune from suits arising from the conduct of the 
affairs of the Board, as provided in T.C.A. Section 29-20-201, except when such conduct 
amounts to willful, wanton, or gross negligence. The liability limits, in civil cases arising 
out of the operation of the Tennessee Central Heritage Rail Trail, shall be as provided by 
T.C.A. Section 29-20-403. Recovery, in any one occurrence, is limited to a single 
application of the liability limits established in T.C.A. Section 29-20-403, and the liability 
limits of the individual participating governmental entities will not be stacked or combined 
in any way that would create potential for greater recovery.
2. The Trail Authority is authorized to employ legal counsel or to utilize the services of an attorney or the attorneys of the individual governmental entities. If the legal services of an attorney retained by one of the governmental entities are to be used, the Trail Authority must first obtain the agreement of that entity. If the anticipated cost of necessary legal services is not included in the budget of the Tennessee Central Heritage Rail Trail, then the Trail Authority must obtain approval for such legal services from the governmental entities. The Trail Authority is also authorized to obtain insurance, with the agreement of the governmental entities, as deemed necessary.

Article X - AMENDMENT AND TERMINATION OF AGREEMENT

1. DURATION and AMENDMENTS. The duration of this Agreement is perpetual. Amendments to the Agreement must be approved by the governing body of each participating governmental entity.

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

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

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

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

1. TERMINATION BY ENTITIES. This Agreement will be terminated by agreement of the governmental entities or when all but one of the entities have withdrawn from the Agreement.

2. TERMINATION BY MEMBERSHIP. These By-Laws may be repealed, altered, or amended by a majority vote of the Trail Authority members provided the action is consistent with the Trail Authority Certificate of Incorporation and the approval of the sponsoring governmental entities pursuant to Article X, section 1.

Article XII - ENACTMENT

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

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

ADOPTED this _______ day of _________________, 2011.

______________________________
MATT SWALLOWS,
MAYOR, CITY OF COOKEVILLE, TENNESSEE

ATTEST:

______________________________
CITY CLERK

ADOPTED this _______ day of _________________, 2011.

______________________________
TERRY FOUTCH,
MAYOR, CITY OF ALGOOD, TENNESSEE

ATTEST:
CITY CLERK

ADOPTED this ______ day of ________________, 2011.

__________________________
JEFF HICKS,
MAYOR, TOWN OF MONTEREY, TENNESSEE

ATTEST:

__________________________
CITY CLERK

ADOPTED this ______ day of ________________, 2011.

__________________________
KIM BLAYLOCK
COUNTY EXECUTIVE, PUTNAM COUNTY, TENNESSEE

ATTEST:

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

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<td>20Apr11</td>
<td>DRAFT, Rev. 7</td>
<td>Replaced Upper Cumberland Heritage Association with Leadership Putnam – Article III, sec. 1 &amp; 9 and Article V, sec. 1</td>
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<td>Approved by Trail Authority Board w/ Recommendation for Amendments</td>
<td>Added board member attendance policy – Article IV, sec. 4</td>
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The Chairman asked the Commissioners to vote on the Fiscal Review Item H - approval that $7,244 be appropriated to the Trail Authority to be combined with the appropriations of the three other government entities to facilitate the Trail Authority work on behalf of all four governments for the 2011-2012 budget, Item I - approval of the changes for the Rail Trail Authority Bylaws, to delete the representation of the U C Heritage Association and add a Leadership Putnam Representative, and Item J - approval of the changes for the Rail Trail Authority Bylaws that address new recommendations for an Attendance Policy to deter repeated absences by members. The Commissioners voted as follows:

FOR

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

ABSENT

Andy Honeycutt  
Jim Martin

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

NOMINATING COMMITTEE

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

MONTEREY AREA REPRESENTATIVE – JOHN LUDWIG
ALGOOD AREA REPRESENTATIVE – RICK REEL
BAXTER AREA REPRESENTATIVE – ERIC BROWN
COOKEVILLE CITY REPRESENTATIVES: JOE ALBRECHT  
  JASON HICKS  
  RICKY SHELTON

COUNTY COMMISSION REPRESENTATIVES: JIM MARTIN  
  TOM SHORT  
  MIKE ATWOOD  
  RON WILLIAMSON  
  JONATHAN WILLIAMS  
  SUE NEAL  
  SCOTT EBERSOLE

COUNTY COMMISSION CHAIRMAN – BOB DUNCAN
ELECTION COMMISSION ADMINISTRATOR – DEBBIE STEIDL

69
Commissioner Bob Duncan moved and Commissioner Ron Williamson seconded the motion to approve the nominations to serve on the Redistricting Committee.

The Chairman asked for other nominations. Other nominations were:
Anna Ruth Burroughs – County Commission Representative
Reggie Shanks – County Commission Representative
Mike Medley – County Commission Representative
Daryl Blair – County Commission Representative
Johnnie Wheeler – Cookeville City Representative
Steve Moore – Cookeville City Representative
Steve Pierce – County Commission Representative
Jerry Ford – County Commission Representative
Frank Harrell – Cookeville City Representative
Jerry Maynard – Cookeville City Representative

MOTION RE: CEASE NOMINATIONS TO SERVE ON THE REDISTRICTING COMMITTEE

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

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

The Chairman asked the Commissioners for a voice vote on the unopposed nominees: Monterey Area Representative, John Ludwig; Algood Area Representative, Rick Reel; and Baxter Area Representative, Eric Brown. The motion carried.
The Chairman asked the Commissioners to vote on three representatives for the Cookeville City Representative, Joe Albrecht, Jason Hicks, Ricky Shelton, Johnnie Wheeler, Steve Moore, Frank Harrell, and Jerry Maynard. The Commissioners voted as follows:

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

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

The Chairman announced Jason Hicks and Jerry Maynard are elected as Cookeville City Representatives of the Redistricting Committee.
The Chairman stated Ricky Shelton and Steve Moore will be dropped and asked the Commissioners to vote on one of the remaining nominations of Joe Albrecht, Johnnie Wheeler, and Frank Harrell. The Commissioners voted as follows:

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

The Clerk announced eight (8) voted for Joe Albrecht; five (5) voted for Johnnie Wheeler; nine (9) voted for Frank Harrell and two (2) absent.
The Chairman stated Johnnie Wheeler will be dropped and asked the Commissioners to vote on third member of the Cookeville City Representatives Committee. The two candidates are Joe Albrecht and Frank Harrell. The Commissioners voted as follows:

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

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

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

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

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

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

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

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

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

RESOLUTIONS

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

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

(SEE ATTACHED)
RESOLUTION

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

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

SECTION I: The right and franchise is hereby granted to the grantee, its successors and assigns, to lay, construct, extend, maintain, renew, replace, and/or repair gas pipes and gas mains, under, along, and/or across any streets, avenues, roads, alleys, bridges, and other public ways of certain areas of Putnam County, Tennessee, as hereinafter described, and to use and occupy the said streets, avenues, roads, alleys, bridges, and other public ways to the extent necessary for the purpose of therein laying or constructing, extending, maintaining, renewing, replacing, expanding, and/or repairing mains and pipes and all appurtenances and appendages thereto used an/or useful for delivering any gas energy to consumers through its distribution system or any other method or manner within and/or through Putnam County, Tennessee, such right and franchise shall be perpetual, subject only to such limitations as are now or as hereinafter may be provided by law. This right and franchise shall be exclusive and no other individual corporation, association, partnership, or governmental body shall be granted the privileges described in this resolution. This right and franchise shall pertain to the portions of Putnam County, Tennessee, which are more particularly described as follows:
AREA NO. 1: Beginning in the Putnam County northern boundary with Overton County where Bear Creek enters Overton County; thence continuing south with the center of Bear Creek until reaching the point the East Tennessee Natural Gas pipeline crosses underneath said creek. Thence in an easterly direction with the East Tennessee Natural Gas pipeline until its intersection with the Highway 111 (also known as the Cookeville Highway); thence in a northeasterly direction with the western right-of-way of said highway to a point in the right-of-way at coordinate -85°, 24', 37.95" W, 36°, 13', 28.26" N; thence with a bearing south 60° east across the Highway 111 right-of-way approximately 895 feet to a point at coordinate -85°, 24', 28.25" W, 36°, 13', 23.77" N; thence in a southwesterly direction with a line parallel to and at all points 100 feet east of Old Tennessee Highway 42 to its intersection with the Chimney Springs Road; thence a southeasterly direction with a line at all points 100 feet east of the Chimney Springs Road to coordinate point -85°, 24', 59.46" W, 36°, 12', 10.62" N; thence with a bearing south 30° east, approximately 2682 feet to coordinate point -85°, 24', 43.27" W, 36°, 11', 47.57" N; thence in a southerly direction with a line at all points 100 feet east of the center line of an unnamed county road to the Brotherton Mountain Road; thence crossing the Brotherton Mountain Road at a point 100 feet east of the center line of the Paragon Road; thence following in a southerly direction with a line at all points 100 feet east of the Paragon Road crossing the Buck Mountain Road; thence continuing in a southerly direction at all points 100 feet east and parallel to the center line of the Mount Pleasant Road to the Poplar Grove Road; thence crossing the Poplar Grove Road and continuing in a southwesterly direction with a line at all points 100 feet east of the Poplar Grove Road crossing underneath Interstate 40 to a point in the south side of the Interstate 40 right-of-way intersected by the north boundary line of a previous Putnam County franchise grant described as Area 2 in a franchise awarded Middle Tennessee Utility District in 1997; thence due south with the previous franchise boundary to the White County line; thence generally in an easterly direction with the White and Putnam County boundary line to its intersection with the Cumberland County line; thence continuing with the Putnam and Cumberland County line in a northerly direction to its intercept of the 14th Civil District of Putnam County boundary line; thence following the western boundary of the 14th Civil District line in a northwesterly direction to the Overton County line; thence in a northwesterly direction with the Overton County and Putnam County boundary to the point of beginning.

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

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

SECTION III: The grantee, upon making an opening upon any of the streets, alleys, or public ways of Putnam County, Tennessee, for the purpose of laying pipes, and/or maintaining gas mains, or for other necessary reasons, shall use due care and caution to prevent injury to person and/or property and shall replace and restore all public ways to their former condition as nearly as practicable and within a reasonable
time, and shall not unnecessarily obstruct or impede traffic on the streets, alleys and/or public ways of Putnam County, Tennessee. Said restoration shall be approved by the Putnam County Highway Commissioner.

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

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

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

ADOPTED: March ____, 2011

By: ____________________________
Kim Blaylock
County Executive, Putnam County

ATTEST:

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

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

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

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

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

ELECTION OF NOTARIES

Commissioner Anna Ruth Burroughs moved and Commissioner Ron Williamson seconded the motion to approve the Election of Notaries.
<table>
<thead>
<tr>
<th>Name</th>
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<tr>
<td>AMANDA BRANTLEY</td>
<td>DIANNE S KELLEY</td>
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<tr>
<td>WALTER W CARLEN</td>
<td>BOB LUNA</td>
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<td>W WHITSON CARLEN JR</td>
<td>FREDINA B MARTIN</td>
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<td>BARBARA S CLOUSE</td>
<td>TONYA R MCCRARY</td>
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<td>PAMELA L DILLON</td>
<td>SAMUEL L MOORE</td>
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<td>PATRICIA C FULLER</td>
<td>TAMMY NORRIS</td>
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<td>DEBORAH L GOODWIN</td>
<td>RICK D NORROD</td>
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<td>GALE GRIMES</td>
<td>GLENDIA PHARRIS</td>
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<td>RONDA HANEY</td>
<td>JANET D RAMSEY</td>
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<td>DONNA M HARRIS</td>
<td>SHELLY ROGERS</td>
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<td>CAROLYN HARRIS</td>
<td>CHARLOTTE A SANDERS</td>
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<td>JUDITH A HODUPP</td>
<td>WILLIAM B SHRECKENGOST</td>
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<td>MICHELE HONEYCUTT</td>
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The Chairman asked for discussion on the Election of Notaries. There was none.

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

FOR:

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

ABSENT

Andy Honeycutt  Jim Martin

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

OTHER NEW BUSINESS

MOTION RE: JUDICIAL COMMISSION INTERVIEW COMMITTEE RECOMMENDS THE FOLLOWING BE APPOINTED AS JUDICIAL COMMISSIONER: (2 YEAR TERMS)

DELORES TALKINGTON
TOM DERRICKS
JAMES LANE
KEN PARROTT

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

The Chairman asked for discussion on the motion. There was none.
The Chairman asked the Commissioners to vote on the motion to appoint Judicial Commissioners. The Commissioners voted as follows:

FOR:

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

ABSTAIN

Jerry Ford

ABSENT

Andy Honeycutt          Jim Martin

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

ANNOUNCEMENTS AND STATEMENTS

EMPLOYEE OF THE MONTH: SHANE HIGGENBOTHAM

CITIZEN OF THE MONTH: NONE
1525 Gibbons Road
Cookeville, TN 38506
May 9, 2011

Putnam County Commission
Awards Committee
Cookeville, TN 38506

Dear Awards Committee:

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

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

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

Thank you for your time and consideration.

Respectfully,

Steve Pierce
Emily W. Pierce

Steve and Emily Pierce and family
931-537-3382
MOTION RE: ADJOURN

The Chairman adjourned the meeting.
FISCAL REVIEW COMMITTEE
MINUTES
May 9, 2011
Prepared by Deborah Francis

ROLL CALL

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

Item #1  School Budget Amendments

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

Made By:  Medley  VOICE VOTE  APPROVED
Seconded:  Neal

Item #2  Road Department Amendments

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

Made By:  Neal  VOICE VOTE  APPROVED
Seconded:  Duncan

Item #3  County General Amendments

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

Made By:  Duncan  VOICE VOTE  APPROVED
Seconded:  Blair

Item #4  Debt Service Fund amendments

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

Made By:  Neal  VOICE VOTE  APPROVED
Seconded:  Maynard

Item #5  Quarterly Reports

Will be approved in Full Commission
Item #6  Request from DA Randy York
Motion: Recommends approval of a Resolution to Ratify Chapter 979 of the Public Acts of 1998 in regards to Judicial Forfeitures as requested by District Attorney General Randy York.
Made By: Randolph  VOICE VOTE  APPROVED
Seconded: Neal

Item #7  County Board of Equalization raises for Board Fees
Motion: Recommends to raise County Board of Equalization meeting fees from $40 per meeting to $60 per meeting, with the Chairman receiving $70 per meeting.
Made By: Blair  VOICE VOTE  APPROVED
Seconded: Savage
Note Medley voted "NO"

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

Item #9  Solid Waste Committee recommendations
Motion: Recommends to increase tire disposal fees from $22.61 to $33.00 per ton.
Made By: Savage  VOICE VOTE  APPROVED
Seconded: Ebersole

Item #10  Tennessee Central Heritage Rail Trail Authority Recommendations.
Motion: Recommends approval that $7,244 be appropriated to the Trail Authority to be combined with the appropriations of the three other government entities to facilitate the Trail Authority Work on behalf of all four governments. This is for the 2011-2012 Budget.
Made By: Neal  VOICE VOTE  APPROVED
Seconded: Duncan
Note Medley voted "NO"

Motion: Recommends approval of the changes for the Rail Trail Authority Bylaws to delete the representation of the U C Heritage Association and add a representative of Leadership Putnam.
Made By: Neal  VOICE VOTE  APPROVED
Seconded: Duncan

Motion: Recommends approval of the changes for the Rail Trail Authority Bylaws that address new recommendations for an Attendance Policy to deter repeated absence by members.
Made By: Neal  VOICE VOTE  APPROVED
Seconded: Duncan

Item #11  Any other business
NONE

ADJOURNED
FISCAL REVIEW AGENDA

TO: Putnam County Board of Commissioners

FROM: Kim Blaylock, County Executive

DATE: April 27, 2011

RE: Fiscal Review Committee Agenda

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

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

2. Consider budget amendments to the Road Department Fund.

3. Consider budget amendments to the County General Fund.


5. Any discussion on quarterly reports for various funds.

6. Consider request by District Attorney Randy York to set up fund for judicial forfeitures.

7. Consider raising Committee fees for the County Board of Equalization. They currently get $40 per meeting.

8. Consider appointments to the Audit Committee. (deferred from last month).

9. Any recommendations from the Solid Waste Committee concerning raising the tipping fees for waste tire disposal.

10. Consider recommendations by the Tennessee Central Heritage Rail Trail Authority. There are 3 recommendations

11. Any other business that needs to be reviewed by the Fiscal Review Committee.

WORK SESSION WILL BE ON May 2, 2011 AT 12:00 NOON IN THE COUNTY EXECUTIVE'S CONFERENCE ROOM.
PLANNING COMMITTEE
MINUTES
May 9, 2011
Prepared by Deborah Francis

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

Item #1     The dissolution of the Parks & Recreation Board.
Motion:     Recommends to dissolve the Parks and Recreation Board.
Made By:    Martin
Seconded:   Short

Item #2    Policy Manual
Motion:     Recommends that the County Clerk compile and maintain a manual
with the County's policies.
Made By:    Williamson
Seconded:   Martin

Item #3    Any other business
NONE

ADJOURNED
PLANNING COMMITTEE

TO: Putnam County Board of Commissioners

FROM: Kim Blaylock, County Executive

DATE: April 27, 2011

RE: Planning Committee Agenda

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

1. Discuss formal action on dissolving the Parks & Recreation Board.

2. Consider the creation of a consolidated countywide policy manual.

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

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

TO: Putnam County Board of Commissioners

FROM: Kim Blaylock, County Executive

DATE: April 27, 2011

RE: Nominating Committee Agenda

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

1. Consider appointment to the County Tax Equalization Board to represent the City of Cookeville.

2. Any other business that needs to be reviewed by the Nominating Committee.
Nominating Committee Minutes
May 9, 2011
Prepared by Scott Ebersole

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

Jim Martin  
Bob Duncan  
Mike Atwood  
Eris Bryant  
Scott Ebersole

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

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

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

Item #2  
Other business – Redistricting Committee Appointments

The following list was submitted:

Monterey Area Representative – John Ludwig  
Algood Area Representative – Rick Reel  
Baxter Area Representative – Eric Brown  
Cookeville City Representatives – Joe Albrecht  
Jason Hix  
Ricky Shelton  

County Commission Representatives – Jim Martin  
Tom Short  
Mike Atwood  
Ron Williamson  
Jonathon Williams  
Sue Neal  
Scott Ebersole  

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

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

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

A motion was made to accept the list.

Motion Passed

Item #3 June Business

Appointments for the County and Regional Library Board.

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

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

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