MINUTES
OF
PUTNAM COUNTY COMMISSION
NOVEMBER 21, 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 November 21, 2011 there was a regular meeting of the Putnam County Board of Commissioners.

There were present and presiding the Chairman, Jerry Ford and County Clerk, Wayne Nabors.

The Sheriff, David Andrews called the meeting to order.

The Chairman, Jerry Ford recognized Commissioner, David Gentry for the Invocation.

The Chairman, Jerry Ford led the Pledge to the Flag of the United States of America.

It shall be noted at the opening of the November 21, 2011 meeting of the Putnam County Board of Commissioners that Commissioner Andy Honeycutt died on November 20, 2011. Therefore, the Chairman declared only (23) County Commissioners will be present. He further declared that it will take only (12) votes to pass / carry any matter instead of the usual (13) votes.

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
Jim Martin
Bob Duncan
Marsha Bowman
Steve Pierce
Mike Atwood
Cathy Reel

The Clerk announced that twenty-three (23) were present and zero (0) absent. Therefore, the Chairman declared a quorum.
MOTION RE: APPROVE AGENDA

Commissioner Bob Duncan moved and Commissioner Jim Martin seconded the motion to add two items to the agenda and approve the agenda. Add:

9C - Amendment to Declaration of Conservation Restrictions Recorded in Record Book 394, Page 380, Register's Office for Putnam County, TN
   - Easement Deed

9D - Resolution of Putnam County, Tennessee Board of Commissions Regarding Vacancy

(SEE ATTACHED)
AGENDA
PUTNAM COUNTY
BOARD OF COMMISSIONERS

Regular Monthly Session
Monday, November 21, 2011

Presiding: Honorable Jerry Ford
Commission Chairman

1. Call to Order - Sheriff David Andrews

2. Invocation  District 3

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

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

9. New Business and Action Thereon by the Board
A. Report of Standing Committees

1. Planning Committee
   a. Recommends approval of a Resolution to amend rules regarding Judicial Commissioners.
   b. Recommends approval of a Resolution to adopt a redistricting plan for Putnam County Board of Education.

PLANNING ADDED: C. AMENDMENT / EASEMENT

1. Fiscal Review
   D. RESOLUTION - VACANCY
   a. Recommends approval of budget amendments to the General Purpose School Fund.
   b. Recommends approval of budget amendments the Capital Projects Fund in the amount of $2,500.
   c. Recommends approval of budget amendments to the Solid Waste Sanitation Fund in the amount of $290,000.
   d. Recommends approval to refund 2009 property tax to the Mustard Seed ranch in the amount of $479.83.

3. Nominating Committee
   a. Recommends that William T. (Bill) Smith and Richard Godsey be appointed to the Clean Commission Board of Appeals for 3 year terms to expire November 2014.

B. Report of Special Committees

C. Resolutions

D. Election of Notaries

E. Other New Business
   a. Ratification of County Executive Kim Blaylock's appointments to the E-911 Board as follows:
      
      Bob Duncan
      Jerry Abston
      Paul Swallows
      
      4 year terms
      Terms to expire
      November 2015

10. Announcements and Statements

11. Adjourn
The Chairman asked for a voice vote on the motion to approve the addition to the agenda and the agenda for the November 21, 2011 meeting of the Putnam County Board of Commissioners. The motion carried.

MOTION RE: APPROVE MINUTES OF THE PREVIOUS MEETING

Commissioner Jim Martin moved and Commissioner Kevin Maynard seconded the motion to approve the minutes of the October 17, 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 October 17, 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:

OTHER UNFINISHED BUSINESS

QUARTERLY REPORTS AND ACTION THEREON BY THE BOARD

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

Commissioner Bob Duncan moved and Commissioner Eris Bryant seconded the motion to approve the Quarterly Report for the Road Fund.

(SEE ATTACHED)
### PUTNAM COUNTY HIGHWAY DEPARTMENT
### QUARTERLY REPORT
### FOR JULY, AUGUST AND SEPTEMBER, 2011

Randy Jones, Road Supervisor

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#### 131-ROAD FUND

**REVENUE:**

<table>
<thead>
<tr>
<th>REVENUE CODE NUMBERS</th>
<th>ESTIMATED</th>
<th>AMENDMENT</th>
<th>1ST. QUARTER</th>
<th>TOTALS</th>
<th>UN-REALIZED</th>
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<tbody>
<tr>
<td>40000.110 - 43000.320 LOCAL TAXES</td>
<td>1,417,375</td>
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<td>47000.100 - 47000.142 FEDERAL</td>
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<td>84,420</td>
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<td>AMENDMENT FROM FUND BALANCE</td>
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**FUND BALANCE 7-01-11**

1,001,615

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**EXPENDITURES:**

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<tr>
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<th>ESTIMATED</th>
<th>AMENDMENT</th>
<th>1ST. QUARTER</th>
<th>TOTALS</th>
<th>UN-ENCUMBERED</th>
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</thead>
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<tr>
<td>61000 ADMINISTRATION</td>
<td>315,136</td>
<td>79,239</td>
<td>79,239</td>
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<tr>
<td>62000 ROAD CONST. &amp; MAINT.</td>
<td>2,684,800</td>
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<td>461,573</td>
<td>2,303,227</td>
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<tr>
<td>63100 OPER. &amp; MAINT. OF EQUIP.</td>
<td>329,900</td>
<td>99,578</td>
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<td>230,322</td>
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<td>65000 OTHER CHARGES</td>
<td>158,246</td>
<td>84,045</td>
<td>84,045</td>
<td>74,201</td>
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<td>TOTAL EXPENDITURES</td>
<td>1,749,766</td>
<td>7,095</td>
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<td>1,742,671</td>
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</table>

**TOTAL EXPENDITURES**

5,237,848 | 80,000 | 731,530 | 731,530 | 4,586,318
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 Jim Martin moved and Commissioner Kim Bradford seconded the motion to approve the Quarterly Report for the School Funds.

(SEE ATTACHED)
November 3, 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 September 30, 2011.

Sincerely,

Mark McReynolds
Putnam County Board of Education
### PUTNAM COUNTY BOARD OF EDUCATION
### GENERAL PURPOSE SCHOOL FUND
### QUARTERLY REPORT FOR THE QUARTER ENDING SEPTEMBER 2011

<table>
<thead>
<tr>
<th></th>
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<td>94,799</td>
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<td>645,494</td>
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<td>72130 Other Student Services</td>
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<td>72210 Regular Ed. Support</td>
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<td>72220 Special Ed. Support</td>
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<td>72230 Vocational Ed. Support</td>
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<td>72260 Adult Ed. Support</td>
<td>126,365</td>
<td>37,366</td>
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<td>72310 Board of Education</td>
<td>1,241,469</td>
<td>367,942</td>
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<td>72320 Office of the Director</td>
<td>133,403</td>
<td>32,644</td>
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<td>72410 Office of Principal</td>
<td>4,402,725</td>
<td>1,069,898</td>
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<td>1,058,898</td>
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<td>140,140</td>
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<td>72520 Human Services/Personnel</td>
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<td>72610 Operation of Plant</td>
<td>6,426,701</td>
<td>3,294,277</td>
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<td>72620 Maintenance of Plant</td>
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<td>2,913,475</td>
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<td>72810 Central &amp; Other Support</td>
<td>714,417</td>
<td>151,026</td>
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<td>73100 Food Services</td>
<td>194,980</td>
<td>43,303</td>
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<td>73300 Community Services</td>
<td>503,278</td>
<td>17,649</td>
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<td>73300 Early Childhood Education</td>
<td>1,615,741</td>
<td>294,564</td>
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<td>91300 Education Capital Projects</td>
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<td></td>
<td></td>
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<td>99100 Operating Transfers</td>
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<td>1,000,000</td>
<td></td>
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<td></td>
<td>1,000,000</td>
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<td><strong>TOTAL</strong></td>
<td><strong>71,713,982</strong></td>
<td><strong>17,135,013</strong></td>
<td><strong>0</strong></td>
<td><strong>0</strong></td>
<td><strong>0</strong></td>
<td><strong>17,135,013</strong></td>
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School Department Quarterly Report
Expenditures Page 1 of 1
10/28/2011
<table>
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<td>40000 Local Revenue</td>
<td>27,758,243</td>
<td>2,717,460</td>
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<td>41000 License Permits</td>
<td>5,000</td>
<td>1,083</td>
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<td>43000 Current Services</td>
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<td>38,008</td>
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<td>44000 Other Local Revenue</td>
<td>122,000</td>
<td>4,519</td>
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<td>46500 State of Tennessee</td>
<td>41,137,077</td>
<td>7,844,015</td>
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<td>46800 Other State Revenues</td>
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<td>14,281</td>
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<td>46980 Other State Grants</td>
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<td>4,471</td>
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<td>-</td>
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<td>4,471</td>
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<td>47100 Federal Thru State</td>
<td>370,884</td>
<td>83,036</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>83,036</td>
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<td>48000 Donations/Other</td>
<td>9,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>49000 Other Sources</td>
<td>494,980</td>
<td>73,213</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>70,761,926</strong></td>
<td><strong>10,780,087</strong></td>
<td>-</td>
<td>-</td>
<td>-</td>
<td><strong>10,780,087</strong></td>
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</table>
## PUTNAM COUNTY BOARD OF EDUCATION
### CAPITAL PROJECTS FUND
#### QUARTERLY REPORT FOR THE QUARTER ENDING SEPTEMBER 2011

<table>
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<tr>
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<tr>
<td>91300 Education Capital Projects</td>
<td>-</td>
<td>224,805.10</td>
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<td>TOTAL</td>
<td>-</td>
<td>224,805.10</td>
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<td>224,805.10</td>
</tr>
</tbody>
</table>
The Chairman asked for discussion on the motion to approve the Quarterly Report for the School Funds. There was none.

The Chairman asked for a voice vote on the motion to approve the Quarterly Report for the School Funds. 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 Eris Bryant moved and Commissioner Scott Ebersole seconded the motion to approve the Quarterly Report for the County General Fund, Debt Service Fund, Solid Waste Sanitation Fund, and Self Insurance Fund.

(SEE ATTACHED)
## COUNTY GENERAL BUDGET 2011-2012
### Statement of Revenues and Expenditures
#### Period ending September 30, 2011

### REVENUES:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>TOTAL ESTIMATED</th>
<th>REC'D THRU 9-30-2011</th>
<th>BALANCE</th>
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<tbody>
<tr>
<td>4000</td>
<td>Local Taxes</td>
<td>13,036,340.00</td>
<td>410,135.18</td>
<td>12,626,204.82</td>
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<tr>
<td>4100</td>
<td>Licenses and Permits</td>
<td>260,500.00</td>
<td>87,713.50</td>
<td>172,786.50</td>
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<tr>
<td>4200</td>
<td>Fines, Forfeitures and Penalties</td>
<td>649,000.00</td>
<td>103,560.82</td>
<td>545,439.18</td>
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<tr>
<td>4300</td>
<td>Charges for Current Service</td>
<td>3,129,000.00</td>
<td>852,027.15</td>
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<tr>
<td>4400</td>
<td>Other Local Revenue</td>
<td>1,084,000.00</td>
<td>207,198.56</td>
<td>876,801.44</td>
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<tr>
<td>4500</td>
<td>Fees Received from County Officials</td>
<td>3,575,000.00</td>
<td>517,394.03</td>
<td>3,057,605.97</td>
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<tr>
<td>4600</td>
<td>State of Tennessee</td>
<td>2,918,589.00</td>
<td>136,354.17</td>
<td>2,782,234.83</td>
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<tr>
<td>4700</td>
<td>Federal Government</td>
<td>359,900.00</td>
<td>125,395.98</td>
<td>234,504.02</td>
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<tr>
<td>4800</td>
<td>Other Governments and Citizens Groups</td>
<td>155,000.00</td>
<td>46,010.81</td>
<td>108,989.19</td>
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<td>4900</td>
<td>Other Sources (Not Proceeds)</td>
<td>232,334.00</td>
<td>1,688.00</td>
<td>230,646.00</td>
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**TOTAL REVENUES**  
25,399,663.00  
2,487,478.20  
22,912,184.80

**Estimated Fund Balance - June 30, 2011**  
6,863,149.00

### EXPENDITURES:

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<tr>
<th>Code</th>
<th>Description</th>
<th>TOTAL ESTIMATED</th>
<th>PAID &amp; ENCUMB. THROUGH 9-30-2011</th>
<th>BALANCE</th>
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<tbody>
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<td>5100</td>
<td>General Administration</td>
<td>3,576,345.00</td>
<td>1,114,369.09</td>
<td>2,461,975.91</td>
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<td>5200</td>
<td>Finance</td>
<td>1,394,898.00</td>
<td>459,868.87</td>
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<td>5300</td>
<td>Administration of Justice</td>
<td>1,878,104.00</td>
<td>618,462.24</td>
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<td>5400</td>
<td>Public Safety</td>
<td>7,827,587.00</td>
<td>2,535,997.32</td>
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<td>5500</td>
<td>Public Health &amp; Welfare</td>
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<tr>
<td>5600</td>
<td>Social, Cultural &amp; Recreational Services</td>
<td>475,420.00</td>
<td>239,971.72</td>
<td>235,448.28</td>
</tr>
<tr>
<td>5700</td>
<td>Agriculture &amp; Natural Resources</td>
<td>225,981.00</td>
<td>27,249.81</td>
<td>198,731.19</td>
</tr>
<tr>
<td>5800</td>
<td>Other Operations</td>
<td>7,171,861.00</td>
<td>585,459.31</td>
<td>6,586,401.69</td>
</tr>
<tr>
<td>9900</td>
<td>Transfers Out</td>
<td>229,444.00</td>
<td>0.00</td>
<td>229,444.00</td>
</tr>
</tbody>
</table>

**TOTAL EXPENDITURES**  
27,228,961.00  
7,183,572.08  
20,045,388.92
### REVENUES:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Total Estimated</th>
<th>Rec'd Thru 9-30-2011</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>40000</td>
<td>Local Taxes</td>
<td>2,593,060.00</td>
<td>28,759.87</td>
<td>2,664,300.13</td>
</tr>
<tr>
<td>43000</td>
<td>Charges for Current Service</td>
<td>815,000.00</td>
<td>152,661.00</td>
<td>662,339.00</td>
</tr>
<tr>
<td>44000</td>
<td>Other Local Revenues</td>
<td>260,000.00</td>
<td>66,418.88</td>
<td>191,581.12</td>
</tr>
<tr>
<td>46000</td>
<td>State of Tennessee</td>
<td>23,000.00</td>
<td>5,503.40</td>
<td>17,496.60</td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL REVENUES</strong></td>
<td><strong>3,691,060.00</strong></td>
<td><strong>255,343.15</strong></td>
<td><strong>3,435,716.85</strong></td>
</tr>
</tbody>
</table>

Estimated Fund Balance - June 30, 2011

1,778,366.00

### EXPENDITURES:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Total Estimated</th>
<th>Paid &amp; Encumbered Through 9-30-2011</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>55000</td>
<td>Public Health and Welfare</td>
<td>3,885,921.00</td>
<td>794,752.84</td>
<td>3,091,168.16</td>
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<tr>
<td>58000</td>
<td>Other General Government</td>
<td>635,000.00</td>
<td>2,861.18</td>
<td>60,638.82</td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td><strong>3,949,421.00</strong></td>
<td><strong>797,614.02</strong></td>
<td><strong>3,151,806.98</strong></td>
</tr>
</tbody>
</table>
# DEBT SERVICE BUDGET - 2011-2012
## Statement of Revenues and Expenditures
### Period Ending September 30, 2011

## REVENUES:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Total Estimated</th>
<th>Rec'd Thru 9-30-2011</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>40000</td>
<td>Local Taxes</td>
<td>10,410,082.00</td>
<td>869,538.26</td>
<td>9,540,543.74</td>
</tr>
<tr>
<td>44000</td>
<td>Other Local Revenues</td>
<td>297,334.00</td>
<td>6,688.49</td>
<td>290,645.51</td>
</tr>
<tr>
<td>49000</td>
<td>Operating Transfers</td>
<td>500,000.00</td>
<td>0.00</td>
<td>500,000.00</td>
</tr>
<tr>
<td></td>
<td><strong>TOTAL REVENUES</strong></td>
<td><strong>11,207,416.00</strong></td>
<td><strong>876,226.75</strong></td>
<td><strong>10,331,189.25</strong></td>
</tr>
</tbody>
</table>

### Estimated Fund Balance - June 30, 2010

12,842,904.00

## EXPENDITURES:

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
<th>Total Estimated</th>
<th>Paid Thru 9-30-2011</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>82000</td>
<td>Education Debt</td>
<td>12,510,876.00</td>
<td>2,677,281.00</td>
<td>9,833,595.00</td>
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<tr>
<td>90000</td>
<td>Public Safety Projects</td>
<td>1,122,638.00</td>
<td>461,318.75</td>
<td>661,319.25</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>
<tr>
<td></td>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td><strong>13,865,848.00</strong></td>
<td><strong>3,138,599.75</strong></td>
<td><strong>10,727,248.25</strong></td>
</tr>
</tbody>
</table>
PUTNAM COUNTY SELF INSURANCE FUND
FUND BALANCE SUMMARY FOR 2011 - 2012
As of September 30, 2011

Fund Balance as of June 30, 2011 1,719,337.01

PLUS:  
Departmental Deposits 804,409.00  
Interest 3,616.19  
808,025.19

LESS:  
Liability Claims 6,438.87  
Work Comp Claims 442,305.99  
Medical Records 0.00  
Claim Adjuster Fees 0.00  
Legal Fees 138,030.84  
Court Reporter & Court Costs 100.00  
Insurance 522,950.85  
WC Fees to PMA Insurance Group 10,125.00  
Management fee 6,500.00  
Liability Reserve Increase (Decrease) this period -65,500.00  
Work Comp Reserve Increase (Decrease) this period -247,848.00  
813,103.55

Ending Fund Balance as of September 30, 2011 1,714,258.65

CASH SUMMARY

Checking account balance as of 09/30/2011 1,672,018.77  
Certificate of Deposit as of 09/30/2011 1,551,118.49  
Brentwood Services WC Claim Payment Act 09/30/2011 3,387.35  
Outstanding items:

<table>
<thead>
<tr>
<th>Ck</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>2086</td>
<td>-1.00</td>
</tr>
<tr>
<td>2154</td>
<td>-553.36</td>
</tr>
<tr>
<td>2158</td>
<td>-1,704.08</td>
</tr>
<tr>
<td>2160</td>
<td>-498.76</td>
</tr>
<tr>
<td>2161</td>
<td>-347.52</td>
</tr>
<tr>
<td>2162</td>
<td>-3,875.00</td>
</tr>
<tr>
<td>Oct Interest NOT Enter</td>
<td>-59.24</td>
</tr>
</tbody>
</table>

Ending Cash Balance as of 09/30/2011 3,219,485.65  
Less:  
Open Liability Claim Reserves as of 09/30/2011 -295,000.00  
Open Work Comp Claim Reserves as of 09/30/2011 -1,210,227.00  
Ending Fund Balance as of September 30, 2011 1,714,258.65

Number of Open Liability Claims as of September 30, 2011 13  
Number of Open Work Comp Claims as of September 30, 2011 64

This report was prepared by BB&T Legge Insurance on 10/21/2011
The Chairman asked for discussion on the motion to approve the Quarterly Reports for the County General Fund, Debt Service Fund, Solid Waste Sanitation Fund, and Self Insurance Fund. There was none.

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

NEW BUSINESS AND ACTION THEREON BY THE BOARD.

REPORT OF STANDING COMMITTEES

PLANNING COMMITTEE

MOTION RE: PLANNING COMMITTEE RECOMMENDS APPROVAL OF A RESOLUTION TO AMEND RULES REGARDING JUDICIAL COMMISSIONERS

Commissioner Eris Bryant moved and Commissioner Tom Short seconded the motion to approve a Resolution to amend rules regarding Judicial Commissioners.

(SEE ATTACHED)
RESOLUTION

RESOLUTION OF THE PUTNAM COUNTY, TENNESSEE, BOARD OF COMMISSIONERS TO AMEND THE RULES REGARDING JUDICIAL COMMISSIONERS

WHEREAS, the Putnam County Commission recognizes the fact that the rules regarding the appointment of Judicial Commissioner, specifically the Resolution Establishing Policies and Procedures for Judicial Commissioner Position, adopted in February 1995, as well as subsequent amendments to the same, need to be revised in light of the continuously changing needs to the County.

NOW, THEREFORE, in consideration of these facts, the Putnam County Commission meeting in regular session in the Putnam County Courthouse on the 21st day of Nov, 2011, hereby resolves that the Resolution Establishing Policies and Procedures for Judicial Commissioner Position adopted in 1995, and its amendments adopted in 2001 and 2003, are hereby repealed to reflect that Putnam County shall henceforth appoint Judicial Commissioners in the numbers and manner as provided by Tennessee Code Annotated, § 40-1-111. The terms of the Judicial Commissioners shall be four years.

BE IT FURTHER RESOLVED, that a copy also spread upon the minutes of this meeting.

This the 21st day of November, 2011.

ATTEST

[Signature]
County Clerk

APPROVED

[Signature]
Chairman, County Commission

[Signature]
County Executive
October 28, 2011

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

Re: Judicial Commissioner Resolution

Dear Debby:

Please put the enclosed Resolution on the agenda for the November meeting. It also needs to be on the November Planning Committee Meeting.

If there are any questions, please do not hesitate to give me a call.

Sincerely,

Jeffrey G. Jones  
For the Firm

JGJ/jk

Enclosure: As Stated.
The Chairman asked for discussion on the motion to recommend approval of a Resolution to amend rules regarding Judicial Commissioners. There was none.

The Chairman asked the Commissioners to vote on the motion to approve a Resolution to amend rules regarding Judicial Commissioners. 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

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

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

MOTION RE: PLANNING COMMITTEE RECOMMENDS APPROVAL OF A RESOLUTION TO ADOPT A REDISTRICTING PLAN FOR PUTNAM COUNTY BOARD OF EDUCATION

Commissioner Erin Bryant moved and Commissioner Ron Williamson seconded the motion to approve a Resolution to adopt a redistricting plan for Putnam County Board of Education.

(SEE ATTACHED)
RESOLUTION NO. _____

TO ADOPT A REDISTRICTING PLAN
FOR PUTNAM COUNTY BOARD OF EDUCATION

WHEREAS, Tennessee Code Annotated, Section 5-1-111, requires that, at least every ten (10) years, county legislative bodies change the boundaries of districts or redistrict a county entirely if necessary to apportion the county legislative body so that the members represent substantially equal populations; and

WHEREAS, Putnam County has prepared a plan consistent with the provisions of Tennessee Code Annotated, Section 5-1-111, as depicted on the official redistricting map for Putnam County prepared pursuant to Tennessee Code Annotated, Section 5-1-110.

WHEREAS, Tennessee Code Annotated, Section 49-2-201, requires that members of county boards of education be elected from districts of substantially equal population; and

WHEREAS, Chapter 90 of the Private Acts of 1993, requires that the districts from which the members of the county board of education are elected be coextensive with the districts from which the members of the county legislative body are elected;

NOW, THEREFORE, BE IT RESOLVED by the Putnam County Legislative Body meeting in regular session at Cookeville, Tennessee, on this 21st day of November, 2011, that:

SECTION 1. The boundaries of the districts from which the members of the county board of education are elected are hereby changed to correspond to the new boundaries created for the county legislative body as depicted on the official redistricting map for Putnam County prepared pursuant to Tennessee Code Annotated, Section 5-1-110. A copy of the redistricting map is attached as Exhibit A to this resolution and is incorporated herein by reference.

SECTION 2. The present members shall serve the remainder of the term for which they were elected.

SECTION 3. This plan shall take effect upon passage, the public welfare requiring it, provided that vacancies shall be filed in accordance with Tennessee Code Annotated, Section 5-1-104.

ADOPTED this 21st day of November, 2011.

APPROVED:  

County Executive

ATTEST:  

County Clerk

22
EXHIBIT A

[attach redistricting map]
The Chairman asked for discussion on the motion to approve a Resolution to adopt a redistricting plan for the Putnam County Board of Education. There was none.

The Chairman asked the Commissioners for a voice vote on the motion to approve a Resolution to adopt a redistricting plan for the Putnam County Board of Education. The motion carried.

MOTION RE: PLANNING COMMITTEE RECOMMENDS APPROVAL OF AN AMENDMENT TO DECLARATION OF CONSERVATION RESTRICTIONS RECORDED IN RECORD BOOK 394, PAGE 380, REGISTER'S OFFICE FOR PUTNAM COUNTY, TN AND AN EASEMENT DEED

Commissioner Eris Bryant moved and Commissioner Michael Medley seconded the motion to approve an amendment to Declaration of Conservation restrictions recorded in Record Book 394, Page 380, Register's Office for Putnam County, TN and an Easement Deed.

(SEE ATTACHED)
AMENDMENT TO DECLARATION OF CONSERVATION RESTRICTIONS
RECORDED IN RECORD BOOK 394, PAGE 380, REGISTER’S OFFICE FOR
PUTNAM COUNTY, TN

The Undersigned, Tennessee Parks and Greenways Foundation (the “Declarant”) being the
Declarat of the Declaration of Conservation Restrictions (the “Declaration”), Putnam
County, Tennessee (the “Owner”) being the owner of the Real Estate which is subject to the
Declaration, and Ruth Gentry Osborn, the Successor Trustee U/A/D May 3, 1996, of the Osborn
Joint Revocable Living Trust Agreement (the “Grantor”) grantor of said real estate to the
Tennessee Parks and Greenways Foundation.

WITNESSETH

That the aforesaid Declarant, Owner and Grantor are all of the Parties in interest with
respect to the Declaration; and

All of the Undersigned have determined that Section 2.2 of the Declaration should be
Amended as follows:

By deleting Section 2.2 of the Declaration in its entirety and inserting therefore the
following:

2.2 There shall be no use of motorized vehicles on the Protected Property except as
necessary to access trailhead parking or to conduct maintenance along designated County
roadways, or as necessary to provide 1) ingress and egress from the north terminus of Fox Knob
Road (a County Road) along an existing gravel drive northwardly to an existing driveway in the
south boundary line of Lot 1, of the Osborn Estates as shown on the plat of record in Plat Cabinet
F, Slide 195B, Register’s Office for Putnam County, Tennessee, and to allow paving of said
existing gravel drive, and 2) to provide ingress and egress to the south margin of Lot 2, of the
Osborn Estates as shown on the plat of record in Plat Cabinet F, Slide 195B, Register’s Office
for Putnam County, Tennessee and more particularly described as a 15’ easement beginning on a
¼” pipe on the northern side of said 15’ easement which pipe is located at the eastern end of a
50’ easement; said pipe being the southeast corner of Cindy Verble (89/462) and further located
13-00-57 W 51.1’ from a utility pole; said 15’ easement continues northeastwardly along the
existing gravel right-of-way to the south margin of said Lot 2, of the Osborn Estates.

All parties hereto do further agree that all the provisions, stipulations, powers and
covenants in the said Declaration shall stand and remain unchanged and in full force and effect
and shall be binding upon them except as changed or modified in express terms by this
Amendment.
Witness our hands this ___ day of November, 2011.

DECLARANT:  
Tennessee Parks and Greenways Foundation  

By: ____________________________  

OWNER:  
Putnam County, Tennessee  

By: ____________________________  

GRANTOR:  

______________________________  
Ruth Gentry Osborn  

______________________________  
Ruth Gentry Osborn, the Successor Trustee  
U/A/D May 3, 1996, of the Osborn Joint Revocable Living Trust Agreement
AMENDMENT TO DECLARATION OF CONSERVATION RESTRICTIONS
RECORDED IN RECORD BOOK 394, PAGE 380, REGISTER'S OFFICE FOR
PUTNAM COUNTY, TN

The Undersigned, Tennessee Parks and Greenways Foundation (the “Declarant”) being the Declarant of the Declaration of Conservation Restrictions (the “Declaration”), Putnam County, Tennessee (the “Owner”) being the owner of the Real Estate which is subject to the Declaration, and Ruth Gentry Osborn, the Successor Trustee U/A/D May 3, 1996, of the Osborn Joint Revocable Living Trust Agreement (the “Grantor”) grantor of said real estate to the Tennessee Parks and Greenways Foundation.

WITNESSETH

That the aforesaid Declarant, Owner and Grantor are all of the Parties in interest with respect to the Declaration; and

All of the Undersigned have determined that Section 2.2 of the Declaration should be Amended as follows:

By deleting Section 2.2 of the Declaration in its entirety and inserting therefore the following:

2.2 There shall be no use of motorized vehicles on the Protected Property except as necessary to access trailhead parking or to conduct maintenance along designated County roadways, or as necessary to provide 1) ingress and egress from the north terminus of Fox Knob Road (a County Road) along an existing gravel drive northwardly to an existing driveway in the south boundary line of Lot 1, of the Osborn Estates as shown on the plat of record in Plat Cabinet F, Slide 195B, Register’s Office for Putnam County, Tennessee, and to allow paving of said existing gravel drive, and 2) to provide ingress and egress to the south margin of Lot 2, of the Osborn Estates as shown on the plat of record in Plat Cabinet F, Slide 195B, Register’s Office for Putnam County, Tennessee and more particularly described as a 15’ easement beginning on a ½” pipe on the northern side of said 15’ easement which pipe is located at the eastern end of a 50’ easement; said pipe being the southeast corner of Cindy Verble (89/462) and further located 13-00-57 W 51.1’ from a utility pole; said 15’ easement continues northeasterly along the existing gravel right-of-way to the south margin of said Lot 2, of the Osborn Estates.

The exceptions contained herein for the use of motorized vehicles for ingress and egress as described in 1) and 2) above are for the use and benefit of the owners of Lots 1 and 2, of the Osborn Estates only, their heirs, successors, and assigns.

All parties hereto do further agree that all the provisions, stipulations, powers and covenants in the said Declaration shall stand and remain unchanged and in full force and effect and shall be binding upon them, their heirs, successors and assigns, except as changed or modified in express terms by this Amendment.
Witness our hands this ____ day of November, 2011.

DECLARANT:  
_Tennessee Parks and Greenways Foundation_  
By: ___________________________  
_Kathleen Williams, President and Executive Director_  
GRANTOR: ___________________________

OWNER:  
_Putnam County, Tennessee_  
By: ___________________________  
_Kim Blaylock, County Executive_  

______________________________  
_Ruth Gentry Osborn_

______________________________  
_Ruth Gentry Osborn, the Successor Trustee_  
_U/A/D May 3, 1996, of the Osborn Joint Revocable Living Trust Agreement_

STATE OF TENNESSEE  
COUNTY OF ____________

PERSONALLY APPEARED before me, the undersigned authority, a Notary Public in and for said County and State, Kathleen Williams, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged herself to be President and Executive Director of Tennessee Parks and Greenways Foundation, the within named bargainer, and that she as such President and Executive Director, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of Tennessee Parks and Greenways Foundation herself as President and Executive Director.

WITNESS MY HAND and seal at office, this ____ day of ____________, 2011.

______________________________  
NOTARY PUBLIC

My Commission Expires: ______________
STATE OF TENNESSEE
COUNTY OF PUTNAM

PERSONALLY APPEARED before me, the undersigned authority, a Notary Public in and for said County and State, Kim Blaylock, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged herself to be County Executive of Putnam County, Tennessee, the within named bargainor, and that she as such Putnam County, Tennessee, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of Putnam County, Tennessee herself as County Executive.

WITNESS MY HAND and seal at office, this ____ day of __________, 2011.

________________________
NOTARY PUBLIC

My Commission Expires: ____________

STATE OF TENNESSEE
COUNTY OF PUTNAM

PERSONALLY APPEARED before me, the undersigned authority, a Notary Public in and for said County and State, Ruth Gentry Osborn, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence) and who, upon oath, acknowledged that she executed the foregoing instrument for the purposes therein contained.

WITNESS MY HAND and official seal on this _____ day of ____________, 2011.

________________________
NOTARY PUBLIC

My Commission Expires: ____________
This Instrument prepared by David W. Ledbetter, Attorneys
P.O. Box 715, Cookeville, TN 38503

EASEMENT DEED

This easement made on the _____ day of ___________, 2011, by and between
Putnam County, Tennessee, (hereinafter called "First Party"), and Ruth Gentry Osborn and
Ruth Gentry Osborn, as Trustee of the Family Trust under the Merle E. Osborn and Ruth
Gentry Osborn Revocable Living Trust dated 5/3/96, as amended and restated in its entirety
on 10/2/07, (hereinafter called "Second Party"),

Whereas First Party represents and warrants that it owns and has fee simple title to the
real property hereinafter described, and for and in consideration of the sum of TEN
DOLLARS ($10.00) cash in hand paid and other good and valuable consideration, the receipt
of which is hereby acknowledged, First Party, for themselves, their heirs and assigns, grant
and convey unto Second Party, their heirs and assigns, a perpetual easement in, to, upon and
over all the following described property:

Lying and being in the Third Civil District of Putnam County, Tennessee:

. Beginning at the north terminus of Fox Knob Road (a County Road) along an
existing gravel drive northwardly to an existing driveway in the south boundary
line of Lot 1 of the Osborn Estates as shown in Plat Cabinet F, Slide 195B,
Register’s Office for Putnam County, Tennessee.

PREVIOUS AND LAST conveyance being a Deed from Tennessee Parks and
Greenways Foundation to Putnam County, Tennessee, of record in Record Book
427, Page 341, Register’s Office, Putnam County, Tennessee.

Said easement is given for the sole purpose of ingress and egress and it is agreed and
understood that it is not to be construed as an easement given to the exclusion of the First Party,
their heirs and assigns, or to others later granted a similar right.
To have and to hold said easement unto the Second Party, its heirs and assigns forever.

IN WITNESS WHEREOF, the First Party has duly executed this easement deed.

"First Party"

Putnam County, Tennessee

By: ________________________________
   Kim Blaylock, County Executive

STATE OF TENNESSEE
COUNTY OF PUTNAM

PERSONALLY APPEARED before me, the undersigned authority, a Notary Public in and for said County and State, Kim Blaylock, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged herself to be County Executive of Putnam County, Tennessee the within named bargainor, and that she as such County Executive, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of Putnam County, Tennessee herself as County Executive.

Witness my hand and official seal at office, this _____ day of November, 2011.

____________________________
Notary Public

My Commission expires:______________
The Chairman asked for discussion on the motion to approve an Amendment to Declaration of Conservation restrictions recorded in Record Book 394, Page 380, Register's Office for Putnam County, TN and an Easement Deed. There was none.

The Chairman asked the Commissioners for a voice vote on the motion to approve an Amendment to Declaration of Conservation restrictions recorded in Record Book 394, Page 380, Register's Office for Putnam County, TN and an Easement Deed. The motion carried.

MOTION RE: PLANNING COMMITTEE RECOMMENDS APPROVAL OF A RESOLUTION OF PUTNAM COUNTY, TENNESSEE BOARD OF COMMISSIONERS REGARDING VACANCY

Commissioner Michael Medley moved and Commissioner Tom Short seconded the motion to approve a Resolution of Putnam County, Tennessee Board of Commissioners Regarding Vacancy.

(SEE ATTACHED)
RESOLUTION

RESOLUTION OF PUTNAM COUNTY, TENNESSEE
BOARD OF COMMISSIONERS
REGARDING VACANCY

WHEREAS, long-time Putnam County Commissioner Andy Honeycutt passed away on November 20, 2011; and,

WHEREAS, Commissioner Honeycutt’s death has created a vacancy on the Putnam County Commission; and,

WHEREAS, Tennessee Code Annotated §5-1-104 states in part:

© Notwithstanding any provision of law or any provision of any charter of a metropolitan government to the contrary, whenever an election is held to fill a vacancy in a county office that is elected from districts, including, but not limited to, county school board members, county legislative body members, county highway commissions, and constables, the county legislative body may provide by resolution duly certified to the county election commission that persons qualifying as candidates shall be elected from the most recently adopted reapportionment plan in the county. If the county legislative body requires the election to be held using districts as adopted in the most recently adopted reapportionment plan in the county, the county legislative body shall specify to the county election commission which district shall be used to fill the vacancy by election.

NOW, THEREFORE, in consideration of this fact, the Putnam County Commission, being in regular session in the Putnam County Courthouse on the 21st day of November, 2011, hereby resolves:

1. Pursuant to Tennessee Code Annotated §5-1-104, persons qualifying as candidates to fill the current vacancy on the Putnam County Commission, District 4, shall be elected from the most recently adopted reapportionment plan in the county. As such, the Putnam County Commission hereby specifies to the Putnam County Election Commission that District 4 shall be used to fill the vacancy by election.
2. This resolution shall take effect upon adoption, the general welfare requiring it.

This the 21st day of November, 2011.

ATTEST:

Wayne Abrams
County Clerk

APPROVED:

Chairman, County Commission

County Executive

**Footnote: Certified to the Putnam County Election Commission Office on Nov. 28, 2011**

Wayne Abrams
County Clerk
The Chairman asked for discussion on the motion to approve a Resolution of Putnam County, Tennessee Board of Commissioners Regarding Vacancy. There was none.

The Chairman asked the Commissioners for a voice vote on the motion to approve a Resolution of Putnam County, Tennessee Board of Commissioners Regarding Vacancy. 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 Scott Ebersole seconded the motion to approve Budget Amendments to the General Purpose School Fund as presented.

(SEE ATTACHED)
November 3, 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 budget for Cummins I AM Grant funds.
- To budget insurance proceeds from bus accident.
- To allocate federal funds awarded for high cost, special education students.
- To budget for E4TN grant.
<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</th>
<th>Requested Approval Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>141</td>
<td>48610-IAMGR</td>
<td>Revenue</td>
<td>12,000.00</td>
<td></td>
<td></td>
<td>12,000.00</td>
</tr>
<tr>
<td>2</td>
<td>141</td>
<td>73300-359-IAMGR</td>
<td>Travel</td>
<td>500.00</td>
<td></td>
<td></td>
<td>(500.00)</td>
</tr>
<tr>
<td>3</td>
<td>141</td>
<td>73300-499-IAMGR</td>
<td>Supplies and Materials</td>
<td>11,500.00</td>
<td></td>
<td></td>
<td>(11,500.00)</td>
</tr>
</tbody>
</table>

Explanation: To allocate budget for Cummins I AM Grant funds.

Requested by: [Signature] 10-18-11

Recommended for Approval: [Signature] 10-18-11

Reviewed by: [Signature] 10-19-11

Action by Fiscal Review Committee: Recommended for Approval

Action by County Commission: Approved

Date: 

Official / Department Head

Chief Financial Officer

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

<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</th>
<th>Requested Approval Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>141</td>
<td>49700</td>
<td>Insurance Recovery</td>
<td></td>
<td></td>
<td>960.87</td>
<td>960.87</td>
</tr>
<tr>
<td>2</td>
<td>141</td>
<td>72710-453</td>
<td>Vehicle Parts</td>
<td>83,384.00</td>
<td>960.87</td>
<td></td>
<td>84,344.87</td>
</tr>
<tr>
<td>3</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>4</td>
<td></td>
<td></td>
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<td></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>5</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>6</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>8</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>83,384.00</td>
<td>960.87</td>
<td>960.87</td>
<td>85,305.74</td>
</tr>
</tbody>
</table>

Explanation: To budget insurance proceeds from bus accident.

Requested by: Supervisor

Recommended for Approval: Official / Department Head

Reviewed by: Chief Financial Officer

Date: 10/9/2011

Action by Fiscal Review Committee: Recommended for Approval No Recommendation
### Putnam County Budget Amendment / Line Item Transfer Authorization Form

**Department:** Special Education  
**DATE:** November 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>Requested Approval Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>141</td>
<td>47143-FED</td>
<td>Revenue</td>
<td>28,625.05</td>
<td>25,465.05</td>
<td>53,089.05</td>
</tr>
<tr>
<td>2</td>
<td>141</td>
<td>71200-163-FED</td>
<td>Educational Assistant</td>
<td>28,625.05</td>
<td>28,625.05</td>
<td>53,089.05</td>
</tr>
<tr>
<td>3</td>
<td>141</td>
<td>71200-201-FED</td>
<td>Social Security</td>
<td>970.00</td>
<td>970.00</td>
<td>970.00</td>
</tr>
<tr>
<td>4</td>
<td>141</td>
<td>71200-204-FED</td>
<td>State Retirement</td>
<td>3,008.00</td>
<td>3,008.00</td>
<td>3,008.00</td>
</tr>
<tr>
<td>5</td>
<td>141</td>
<td>71200-207-FED</td>
<td>Medical Insurance</td>
<td>15,171.00</td>
<td>15,171.00</td>
<td>15,171.00</td>
</tr>
<tr>
<td>6</td>
<td>141</td>
<td>71200-212-FED</td>
<td>Employer Medicare</td>
<td>415.00</td>
<td>415.00</td>
<td>415.00</td>
</tr>
<tr>
<td>7</td>
<td>141</td>
<td>71200-725-FED</td>
<td>Equipment</td>
<td>3,300.00</td>
<td>3,300.00</td>
<td>3,300.00</td>
</tr>
<tr>
<td>8</td>
<td>141</td>
<td>72220-399-FED</td>
<td>Contracts</td>
<td>1,600.00</td>
<td>1,600.00</td>
<td>1,600.00</td>
</tr>
</tbody>
</table>

**Explanation:** To allocate federal funds awarded to Putnam County Schools for high cost expenditures of special education students to be budgeted and expended as general purpose funds and expended in FY12.

**Requested by:**  

**Recommended for Approval:**

**Reviewed by:**  

**Business Manager OR Assistant Director for Personnel & Business**

**Action by Fiscal Review Committee:**  

**Recommended for Approval**  

**No Recommendation**

**Action by County Commission:**  

**Approved**  

**Not Approved**

**Date:**

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

Department: ____________________________ Date: 3-Nov-11

<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</th>
<th>Requested Approval Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>141</td>
<td>43541-E4TN</td>
<td>Contract for Administrative Services With Other LEA’s</td>
<td>-</td>
<td>10,900.00</td>
<td></td>
<td>10,900.00</td>
</tr>
<tr>
<td>2</td>
<td>141</td>
<td>72210-138-E4TN</td>
<td>Instructional Computer Personnel</td>
<td>-</td>
<td>4,520.00</td>
<td></td>
<td>4,520.00</td>
</tr>
<tr>
<td>3</td>
<td>141</td>
<td>72210-189-E4TN</td>
<td>Other Salaries and Wages</td>
<td>-</td>
<td>4,210.00</td>
<td></td>
<td>4,210.00</td>
</tr>
<tr>
<td>4</td>
<td>141</td>
<td>72210-201-E4TN</td>
<td>Social Security</td>
<td>-</td>
<td>540.00</td>
<td></td>
<td>540.00</td>
</tr>
<tr>
<td>5</td>
<td>141</td>
<td>72210-204-E4TN</td>
<td>State Retirement</td>
<td>-</td>
<td>790.00</td>
<td></td>
<td>790.00</td>
</tr>
<tr>
<td>6</td>
<td>141</td>
<td>72210-207-E4TN</td>
<td>Medical Insurance</td>
<td>-</td>
<td>460.00</td>
<td></td>
<td>460.00</td>
</tr>
<tr>
<td>7</td>
<td>141</td>
<td>72210-212-E4TN</td>
<td>Employer Medicare Liability</td>
<td>-</td>
<td>130.00</td>
<td></td>
<td>130.00</td>
</tr>
<tr>
<td>8</td>
<td>141</td>
<td>72210-355-E4TN</td>
<td>Travel</td>
<td>-</td>
<td>250.00</td>
<td></td>
<td>250.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>-</td>
<td>10,900.00</td>
<td></td>
<td>21,800.00</td>
</tr>
</tbody>
</table>

Explanation: To budget for E4TN Grant

______________________________
Requested by: Supervisor

______________________________
Reviewed by: Chief Financial Officer  10/25/11

Action by Fiscal Review Committee: Recommended for Approval

______________________________
Recommended for Approval

______________________________
No Recommendation

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

The Chairman asked the Commissioners to vote on the motion to approve Budget Amendments to the General Purpose School Fund as presented. 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 Trobuagh
Michael Medley

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

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

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF BUDGET AMENDMENTS TO THE CAPITAL PROJECTS FUND IN THE AMOUNT OF $2,500

Commissioner Mike Atwood moved and Commissioner Steve Pierce seconded the motion to approve Budget Amendments to the Capital Projects Fund in the amount of $2,500.
Putnam County Budget Amendment/Transfer Authorization Form

Department: Capital Projects Fund
Date: November 7, 2011

<table>
<thead>
<tr>
<th>Fund #</th>
<th>Account #</th>
<th>Account Description</th>
<th>Current Approved Amount</th>
<th>Decrease</th>
<th>Increase</th>
<th>Amount Requested</th>
<th>Amount Expended</th>
</tr>
</thead>
<tbody>
<tr>
<td>171</td>
<td>577000-799</td>
<td>Flood Control Capital Outlay</td>
<td>10,000</td>
<td></td>
<td>2,500</td>
<td>12,500</td>
<td>0</td>
</tr>
<tr>
<td>171</td>
<td>47590</td>
<td>Federal Through State</td>
<td>0</td>
<td></td>
<td>2,500</td>
<td>2,500</td>
<td>9,606 Received</td>
</tr>
</tbody>
</table>

Explanation: Flood Control Funding

Requested By: Kim Blaylock
The Chairman asked for discussion on the motion to approve Budget Amendments to the Capital Projects Fund in the amount of $2,500. There was none.

The Chairman asked the Commissioners to vote on the motion to approve Budget Amendments to the Capital Projects Fund in the amount of $2,500. 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 Trobuagh  
Michael Medley

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

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

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF BUDGET AMENDMENTS TO THE SOLID WASTE SANITATION FUND IN THE AMOUNT OF $290,000

Commissioner Mike Atwood moved and Commissioner Jim Martin seconded the motion to approve Budget Amendments to the Solid Waste Sanitation Fund in the amount of $290,000.

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

**Department:** Solid Waste Fund  
**Date:** November 7, 2011

<table>
<thead>
<tr>
<th>Fund #</th>
<th>Account #</th>
<th>Account Description</th>
<th>Current Approved Amount</th>
<th>Decrease</th>
<th>Increase</th>
<th>Amount Requested</th>
<th>Amount Expended</th>
</tr>
</thead>
<tbody>
<tr>
<td>116</td>
<td>55710-335</td>
<td>Maint &amp; Repair (Bldgs) Repair of Floor at Transfer Station</td>
<td>35,000</td>
<td></td>
<td>60,000</td>
<td>95,000</td>
<td>8,595</td>
</tr>
<tr>
<td>116</td>
<td>55710-718</td>
<td>Motor Vehicles Replacement of Solid Waste Dump Truck</td>
<td>10,000</td>
<td></td>
<td>230,000</td>
<td>240,000</td>
<td>6,500</td>
</tr>
<tr>
<td>116</td>
<td>39000</td>
<td>Fund Balance</td>
<td>290,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Explanation:** See Above

**Requested By:** Keith Street
The Chairman asked for discussion on the motion to approve Budget Amendments to the Solid Waste Sanitation Fund in the amount of $290,000. There was none.

The Chairman asked the Commissioners to vote on the motion to approve Budget Amendments to the Solid Waste Sanitation Fund in the amount of $290,000. 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  Jim Martin
Chris Savage  Bob Duncan
Reggie Shanks  Marsha Bowman
Joe Trobuagh  Steve Pierce
Michael Medley  Mike Atwood

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

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL TO REFUND 2009 PROPERTY TAX TO THE MUSTARD SEED RANCH IN THE AMOUNT OF $479.83

Commissioner Mike Atwood moved and Commissioner Ron Williamson seconded the motion to approve to refund 2009 property tax to the Mustard Seed Ranch in the amount of $479.83.

(SEE ATTACHED)
REFUND ON TAXES
AS PER TRUSTEE AND PROPERTY ASSESSOR

Refund from 2009 Tax Year

<table>
<thead>
<tr>
<th></th>
<th>COUNTY GENERAL</th>
<th>SCHOOLS</th>
<th>ROADS</th>
<th>DEBT SERVICE</th>
<th>SOLID WASTE</th>
<th>IND/ECON</th>
<th>CAPITAL PRJ.</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>SEME Foundation Inc. Mustard Seed Ranch</td>
<td>162.27</td>
<td>164.01</td>
<td>15.70</td>
<td>94.22</td>
<td>34.90</td>
<td>5.23</td>
<td>3.50</td>
<td>$479.83</td>
</tr>
</tbody>
</table>
STATE OF TENNESSEE
CHANGE OF ASSESSMENT NOTICE
CERTIFICATION

The Assessor of Property Office hereby certifies the change shown to be correct for the 2009 tax year and authorizes the change to be made on the tax book.

To: County Trustee
City Recorder

City: Algood
Baxter
Cookeville
Montery

Receipt 305.34

From: Putnam County Property Assessor
Date: 10/25/2011

Dist 01 Map 018 Gp 018 Cmap 018 Parcel 6.00 P/I S/L 000

ADD CHANGE DELETE REFUND

Property Owners Name: SEME Foundation Inc

Previous Appraisal 93700 Revised Appraisal 28700

Previous Assessment 23425 Revised Assessment 7175

Lot or Acreage Change 75.35 NON-EXEMPT

Reason for order:
380E exempt 40.00 acres & buildings effective 1-1-2009.

Received from the State 10-25-2011

Send Corrected Notice to: Mustard Seed
P.O. Box 3814
Cher. In 38502

Land 28700

Improvements 0

Total 28700

Previous 644 Revised Tax 190 Difference 454

Rhonda L. Chaffin, Property Assessor

Received by 48 Date 4-1-11
The Chairman asked for discussion on the motion to approve to refund 2009 property tax to the Mustard Seed Ranch in the amount of $479.83. There was none.

The Chairman asked the Commissioners to vote on the motion to approve to refund 2009 property tax to the Mustard Seed Ranch in the amount of $479.83. 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 Trobuagh  
Michael Medley

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

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

NOMINATING COMMITTEE

MOTION RE: NOMINATING COMMITTEE RECOMMENDS THAT WILLIAM T. (BILL) SMITH AND RICHARD GODSEY BE APPOINTED TO THE CLEAN COMMISSION BOARD OF APPEALS FOR 3 YEAR TERMS TO EXPIRE NOVEMBER 2014

Commissioner Jim Martin moved and Commissioner Ron Williamson seconded the motion to appoint William T. (Bill) Smith and Richard Godsey to the Clean Commission Board of Appeals for 3 year terms to expire November 2014.

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

The Chairman asked for a voice vote on the motion to appoint William T. (Bill) Smith and Richard Godsey to the Clean Commission Board of Appeals for 3 year terms to expire November 2014. The motion carried.

REPORT OF SPECIAL COMMITTEES

RESOLUTIONS
ELECTION OF NOTARIES

Commissioner Michael Medley moved and Commissioner Daryl Blair seconded the motion to approve the Election of Notaries.
<table>
<thead>
<tr>
<th>LINDA BEATY</th>
<th>JEFFERY S JACKSON</th>
</tr>
</thead>
<tbody>
<tr>
<td>REBECCA BRADY</td>
<td>JOHN BYCE JOHNSON</td>
</tr>
<tr>
<td>AUDRA CHINN</td>
<td>DEBOARH KESSLER</td>
</tr>
<tr>
<td>MAXINE V FRASIER</td>
<td>DEBORAH L LAYTON</td>
</tr>
<tr>
<td>NICOLE M GAFFORD</td>
<td>JAMES A LYNN</td>
</tr>
<tr>
<td>MATTHEW A GARRETT</td>
<td>WHITNEY M MAPES</td>
</tr>
<tr>
<td>JOE HARPE</td>
<td>TERRI C MCWILLIAMS</td>
</tr>
<tr>
<td>BRENT HART</td>
<td>MARILYN A MULLINIX</td>
</tr>
<tr>
<td>ROBERTA M HAWN</td>
<td>CHERYL M MYERS</td>
</tr>
<tr>
<td>PATRICIA ANN HERTZFELDT</td>
<td>RYAN SMITH</td>
</tr>
<tr>
<td>LANETTE E HILL</td>
<td>LARRY WILEY</td>
</tr>
<tr>
<td>MINDY HOGG</td>
<td></td>
</tr>
</tbody>
</table>
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
Tom Short
David Gentry
Jerry Ford
Ron Williamson
Anna Ruth Burroughs
Terry Randolph
Chris Savage
Reggie Shanks
Joe Trobuagh
Michael Medley

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

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

OTHER NEW BUSINESS

MOTION RE: COUNT ANDY HONEYCUTT PRESENT FOR THE NOVEMBER 14, 2011 FISCAL REVIEW COMMITTEE MEETING IN ORDER FOR FAMILY TO RECEIVE PAYMENT FOR THAT MEETING

Commissioner Reggie Shanks moved and Commissioner Joe Trobuagh seconded the motion to count Andy Honeycutt present for the November 14, 2011 Fiscal Review Committee Meeting in order for family to receive payment for the meeting.

The Chairman asked for discussion on the motion to count Andy Honeycutt present for the November 14, 2011 Fiscal Review Committee Meeting in order for family to receive payment for the meeting. There was none.
The Chairman asked the Commissioners to vote on the motion to count Andy Honeycutt present for the November 14, 2011 Fiscal Review Committee Meeting in order for family to receive payment for the meeting. 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  Jim Martin
Chris Savage    Bob Duncan
Reggie Shanks   Marsha Bowman
Joe Trobaugh    Steve Pierce
Michael Medley  Mike Atwood
               Cathy Reel

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

MOTION RE: RATIFICATION OF COUNTY EXECUTIVE KIM BLAYLOCK'S APPOINTMENTS TO THE E-911 BOARD AS FOLLOWS:

Bob Duncan                                  4 YEAR TERMS
Jerry Abston                                 TO EXPIRE NOVEMBER 2015
Paul Swallows

Commissioner Jim Martin moved and Commissioner Daryl Blair seconded the motion to approve County Executive Kim Blaylock's appointments to the E-911 Board.

The Chairman asked for discussion on the motion to approve County Executive Kim Blaylock's appointments to the E-911 Board. There was none.

The Chairman asked for a voice vote on the motion to approve County Executive Kim Blaylock's appointments to the E-911 Board. The motion carried.

ANNOUNCEMENTS AND STATEMENTS

CITIZEN OF THE MONTH FOR NOVEMBER 2011: PHILLIP GIBBONS

SPECIAL AWARD FOR MONTH: TAMMY LEAGUE

(SEE ATTACHED)
CITIZEN OF THE MONTH

NOVEMBER 2011

PHILIP GIBBONS

See the attached lists for Philip Gibbons.

SPECIAL AWARD

NOVEMBER 2011

TAMMY LEAGUE

See attached letter from Commissioner Terry Randolph and Herald-Citizen newspaper article.
Philip Gibbons list of activities and other interests in Putnam and surrounding counties:

Leisure Services Advisory Board

YMCA Board

Cookeville Regional Medical Center Foundation Board

Member of Algood Lions Club

Honorary Member of Putnam County Shriners

Media Representative for Alzheimer's TN

Public Address Announcer for Tennessee Tech Football

Public Address Announcer for Tennessee Tech Women's Basketball

Candidate reader at Tennessee Tech Graduations

Co-Host of WCTE Great TV Auction

Stage Host for Cookeville's Fall Fun Fest

Stage Host for 4th of July Celebration in Algood

Master of Ceremonies for Centennial Celebration in Algood

Media Spokesperson for Bark in the Park in Algood

Master of Ceremonies for St. Jude concert at Delmonaco Winery

Host for Sutton Ole Time Music Hour radio show in Granville


Master of Ceremonies for Leadership Putnam event held at Delmonaco Winery

Stage Host at CMA Music Fest in Nashville

Master of Ceremonies for TN Dept. of Tourism event held at Fontanel in Nashville

Guest Announcer on Grand Ole Opry

Celebrity Captain on the General Jackson Showboat
Cathy Reel

From: Sue Gibbons [sgibbons@wcte.org]
Sent: Wednesday, November 02, 2011 10:56 AM
To: creel@wallboardsupply.com
Subject: Re: Philip Gibbons

daughter - Julie Gibbons, age 25, attended TTU from 2004 to 2007 and was then accepted into UT Health Science Center College of Pharmacy and graduated with honors in May 2011. She currently works at Walmart Pharmacy in Algood as a staff pharmacist.

daughter - Leann Gibbons, age 23, graduated Dec. 2010 from TTU with a degree in Business Administration with a concentration in Marketing. She currently works at local office for Alzheimer's Tennessee, Inc. in Community Relations.

better half - Sue Gibbons, age older, worked 13 years at local radio station WPTN/WGSQ (where she met Philip) as Office Manager/Traffic Director. She has been working for over 25 years at WCTE, local public television station, as Traffic Manager and currently as Programming Operations Manager.

Use what you want...let me know about dates ASAP and thanks so much for what you do!!!

Sue

----- Original Message -----
Terry C. Randolph  
County Commissioner 5th District  
3509 Tolbert Drive  
Cookeville, TN 38506  
931-854-1760

10-10-11

Dear Awards Committee,

On behalf of the Putnam County School Transportation Department and the citizens of Putnam County, I am honored to recommend Tammy League for this month’s citizenship award.

A few weeks ago a hero emerged from a quaint little apple orchard in buffalo valley. Unassuming and unknowing that this day was going to be any different than any other day in the valley, Tammy League, went about her business helping her family harvest apples. Then out of nowhere something happened. An ordinary person did something extraordinary. After all, that’s what heroes are, ordinary people caught in unique situations, performing above and beyond what they thought they were capable of.

I submit an article written in the herald-citizen on October 5, 2011 that describes such an event.

Sincerely,

[Signature]

Terry C. Randolph
School bus driver uses emergency training to save man
by Bailey Darrow

BUFFALO VALLEY -- Tammy League doesn't admit that she's a hero, but Eddie Thompson insists that she is.

A school bus driver for 27 years, League helps run Hurricane Hollow Apple Orchard in Buffalo Valley.

League was cleaning apples at the orchard on the day that the Thompsons came to pick up a batch. Going about her normal tasks, League suddenly heard her mother screaming for help.

"That was when I came around and saw what looked like a creek of blood flowing," League said.

Eddie Thompson had had a surgery several weeks prior and one of the incision points unexpectedly began to bleed. Thompson was losing a lot of blood, quickly.

League's instincts turned to the training that she goes through each year as a bus driver. For 27 years, League had been trained annually on what to do in a medical emergency.

Thompson's wife called 911 and League ran to her bus, got safety gloves from the first-aid kit and ran to Thompson's aid.

Because the orchard is in a more remote part of the county, League spent 20 minutes applying pressure to the wound before the emergency workers could make it to the scene.
"I stayed pretty calm," League said. "I usually stay pretty calm in situations like that. I just stayed there and held the pressure on it with towels until the ambulance got there."

By the time the ambulance had arrived, the bleeding had stopped, but Thompson had lost a dangerous amount of blood.

Thompson was taken to the emergency room and placed in intensive care.

Doctors told Thompson that his incident was very rare. A hole in one of his veins had opened up and caused him to bleed so excessively that, had League not been there to stop the bleeding, he would have bled to death.

Doctor's told Thompson that, because of the location of the bleeding and his recent surgery, if League had applied any more or less pressure than she did in any spot even inches away from the incision, he could have lost his leg. Thompson had to have further surgery, but says he is thankful to be alive and have use of both of his legs.

"I knew that he had had surgery so I knew I needed to stay right on top of that one spot," League said.

League called her boss and the emergency worker responsible for the annual emergency training she undergoes the next day and told them about how she had used her training as a bus driver to help Thompson.

"I wanted them to know that every time they get up there and talk about this stuff it isn't falling on deaf ears," League said.

In all of her years as a bus driver, League said she has never had to deal with an emergency so severe as Thompson's.

"I feel like the Lord put me in that place and put her in my life for a reason and that was to save my life," Thompson said.

With Thompson recovering and out of the hospital, he and his wife met with League recently to thank her for what she had done.

"I can never repay her for what she has done for me," Thompson said.
ADJOURN:

Commissioner Michael Medley moved and Commissioner Joe Trobaugh seconded the motion to Adjourn.

The Chairman asked for a voice vote on the motion to Adjourn. The motion carried.
FISCAL REVIEW COMMITTEE
MINUTES
October 10, 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  Budget amendments to GPS

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

Made By:  Medley  VOICE VOTE  APPROVED  Seconded:  Neal

Item #2  Capital Projects Fund

Motion:  Recommends approval of budget amendments to the Capital Projects Fund in the amount of $2,500.

Made By:  Neal  VOICE VOTE  APPROVED  Seconded:  Ford

Item #3  Amendments to the Solid Waste Fund

Motion:  Recommends approval of budget amendments to the Solid Waste Sanitation Fund in the amount of $290,000.

Made By:  Neal  VOICE VOTE  APPROVED  Seconded:  Pierce

Item #4  Mustard Seed Ranch tax refund

Motion:  Recommends approval of a 2009 property tax refund to the Mustard Seed ranch in the amount of $479.83.

Made By:  Duncan  VOICE VOTE  APPROVED  Seconded:  Medley

Item #5  Debt Management Policy

Motion:  Recommends to defer for 30 days until further study.

Made By:  Duncan  VOICE VOTE  APPROVED  Seconded:  Medley
Item #6  Quarterly reports - will be on full commission agenda for approval

Item #7  Any other business

NONE

ADJOURNED
FISCAL REVIEW AGENDA

TO: Putnam County Board of Commissioners

FROM: Kim Blaylock, County Executive

DATE: November 7, 2011

RE: Fiscal Review Committee Agenda

Listed below are items to be considered by the County's Fiscal Review Committee on Monday, November 14, 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 amendment to the Capital Project Fund.

3. Consider budget amendment to the Solid Waste Sanitation Fund.

4. Consider approval to refund 2009 property taxes to the Mustard Seed Ranch in the amount of $479.83.

5. Discuss Debt Management Policy.
   This will be forwarded to you as soon as it is completed

6. Any discussion on quarterly reports.

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

NOTE: THERE WILL NOT BE A MEETING ON THURSDAY THIS MONTH.
PLANNING COMMITTEE
MINUTES
November 14, 2011

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

Item #1 Resolution amending Judicial Commissioner rules

Motion: Recommends approval of a Resolution to amend rules regarding Judicial Commissioners.

Made By: Martin Seconded: Short VOICE VOTE APPROVED

Item #2 Hear from David Andrews about transporting inmates to Davidson County. Sheriff Andrews addressed the committee about the possibility of transporting inmates to Davidson County due to overcrowding in other Counties as well as our jail. This will be at the rate of $68.00 Per day. After discussion no motion was made at this time.

NO MOTIONS MADE

Item #3 Any other business Redistricting Resolution that was added at the beginning of agenda. Note that Shanks voted "NO" to add

Motion: Recommends approval of a Resolution to adopt a redistricting plan for Putnam County Board of Education.

Made By: Martin Seconded: Trobaugh VOICE VOTE APPROVED

ADJOURNED
PLANNING COMMITTEE

TO: Putnam County Board of Commissioners

FROM: Kim Blaylock, County Executive

DATE: November 7, 2011

RE: Planning Committee Agenda

Listed below are items to be considered by the County’s Planning Committee on Monday, November 14, 2011, at 6:00 PM in the County Commission Chambers at the Courthouse.

1. Consider resolution to amend rules regarding Judicial Commissioners.

2. Hear from Sheriff David Andrews about transporting inmates to Davidson County.

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

NOTE: THERE WILL NOT BE A MEETING ON THURSDAY THIS MONTH.
Nominating Committee Minutes
November 14, 2011
Prepared by Scott Ebersole

Chairman Martin brought the meeting to order at 5:45 pm with the following committee members were present:

Jim Martin
Jerry Ford
Mike Atwood
Eris Bryant
Scott Ebersole

Item #1 Discuss appointments to the Clean Commission Board of Appeals Current members that terms expire (3year terms)

Chairman Martin noted that no member can serve more than two consecutive terms.

William T (Bill) Smith and Richard Godsey were contacted to serve and they are willing to serve.

A motion was made to nominate both.

Motion Passed

Looking forward to December business, there are no committee appointments on the schedule at this time.

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

TO:       Putnam County Board of Commissioners
FROM:     Kim Blaylock, County Executive
DATE:     November 7, 2011
RE:       Nominating Committee Agenda

Listed below are items to be considered by the Nominating Committee on Monday, November 14, 2011 AFTER THE FISCAL REVIEW COMMITTEE MEETING.

1. Discuss appointments to the Clean Commission Board of Appeals.
   Current members that terms expire:
   Paul Miller                3 year terms
   Don Prince

2. Any other business that needs to be reviewed by the Nominating Committee.

Note: County Executive Kim Blaylock will appoint 3 members to the E-911 Board that terms will expire November 2015 (4 year). This will be for ratification at the Full Commission meeting.
The Path to Planning

Fundamentals:
- Values
- Mission
- Vision

Strategic Issues
- SWOT Analysis
- Gaps Analysis
- Environmental Scan

Technicals
1. Strategic Goals
2. Strategies to achieve goals
3. Leading Indicators of Success (Milestones)
4. Metrics by year
5. Yr. 1 Action Plans, champion(s), and date of completion
6. Yr. 2 Action Plans, champion(s), and date of completion
7. Yr. 3 Action Plans, champion(s), and date of completion

GOAL 1: Establish a Long Range Plan:
Capital Projects:
- YR1: Develop/List priorities
- YR2: Acquire land
- YR3: Implement highest priorities

<table>
<thead>
<tr>
<th>Goal 1 Elements as posed by Commissioners</th>
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<tbody>
<tr>
<td>- Long range plan</td>
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<tr>
<td>- Develop and implement a plan to provide water to all county residents by year end 2011</td>
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<tr>
<td>- Fire and water utilities</td>
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<tr>
<td>- 5 &amp; 10 year long range plan</td>
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<tr>
<td>- Capital projects</td>
</tr>
<tr>
<td>- Complete the next phase of school building program by year end 2011. (Monterrey High School &amp; Baxter Middle)</td>
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Bonita Barger – bbarger@mtech.edu
Brad S. Gray – bgray@peabodyglobal.com
GOAL 2: Communication, Education, Informed Decisions, Release of Personal Agendas

GOAL 2 Elements as posed by Commissioners

- Commission effectiveness
- Reduce the size of the Commission to fewer than 20 and an odd number by the next election

GOAL 3: Tax Equity (increase revenue without raising tax rate)

GOAL 3 Elements as posed by Commissioners

- Alternative sources of revenue
- Funding source
- Financial Management Act

GOAL 4: Develop and Implement a County-wide Land Use Plan by Fiscal Year End 2013

GOAL 4 Elements as posed by Commissioners

- Implement a County Land Use plan by year end 2013
- Land and financial needs long range planning
- Land use
- Zoning

Bonita Barger – hbarger@tntech.edu
Brad S. Gray – hgray@peabodyglobal.com