

MINUTES
OF
PUTNAM COUNTY COMMISSION
MARCH 17, 2008

Prepared By:

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

STATE OF TENNESSEE

COUNTY OF PUTNAM

BE IT REMEMBERED: that on March 17, 2008 a regular meeting of the Putnam County Board of Commissioners was held.

There were present and presiding the Chairman Bill Walker and County Clerk Wayne Nabors.

The Sheriff, David Andrews, called the meeting to order.

The Chairman recognized Commissioner Mike Medley for the invocation.

The Chairman recognized Commissioner Joe Trobaugh 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 Commissioners were present:

PRESENT

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

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

ABSENT

Jim Martin

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

MOTION RE: APPROVAL OF AGENDA

Commissioner Gene Mullins moved and Commissioner Jere Mason seconded to approve the agenda for the March 17, 2008 meeting of the Putnam County Board of Commissioners.

(SEE ATTACHED)

AGENDA

PUTNAM COUNTY BOARD OF COMMISSIONERS

Monthly Awards will be presented at 5:45 PM

Regular Monthly Session
Monday, March 17, 2008, 6:00 PM

Presiding: Honorable Bill Walker
Commission Chairman

1. Call to Order - Sheriff David Andrews
2. Invocation *District 7*
3. Pledge to the Flag of the United States of America *District 7*
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
1. Planning Committee
 - a. Consider approval to purchase the O. J. Wright property.
This comes WITHOUT RECOMMENDATION
 - b, Recommends approval that the speed limit for Penthouse Road be set at 30 MPH.

- c. Recommends approval of a Resolution Transferring Jurisdiction of Juvenile Court and Probate Court from the County Clerk to the Circuit Court Clerk.
- d. Recommends approval of the Fairground leasing contract, policy and Fees as presented.
- e. Recommends approval to keep Glade Creek Community in Putnam County.
- f. Recommends approval for a plaque to be made naming Monterey EMS Building for Bill Parrott.
- g. Recommends that a resolution be sent to the State of Tennessee asking them to consider leaving the FSA office in Putnam County.

2. Fiscal Review Committee

- a. Recommends approval of amendments to the General Purpose School Fund as presented.
- b. Recommends approval of amendments to the Road Department Fund as presented.
- c. Recommends approval of a Resolution to Establish Archives and Records Management Fee for document files in Various Putnam County Offices, and to name Glenn Jones as Archivist at a salary of \$24,200 per year.
- d. Recommends approval of amendments to the County General Fund in an amount of \$9,900. This is less the \$1,845 requested by the Election Commission
- e. Recommends there be no tax freeze for 2008 and that the Tax Freeze Sub Committee look at this issue again in April 2009.

3. Nominating Committee

- a. Recommends the appointment of Mike Atwood to the Upper Cumberland Regional Airport Authority as the representative for Putnam County for a three year term to expire March 31, 2011.

- b. Recommends the ratification of Kim Blaylock's appointments to the Regional Planning Commission as follows:

Kay Detwiler to fill the unexpired term of Bill Bennett
term to expire September 2011

Phil Wilbourn to fill the unexpired term of Ronnie Lafever
term to expire September 2009

D. Report of Special Committees

E. Resolutions

F. Election of Notaries

G. Other New Business

10. Announcements and Statements

11. Adjourn

The Chairman asked for questions on the motion. There were none.

The Chairman asked for a voice vote on the motion to approve the agenda for the March 17, 2008 meeting of the Putnam County Board of Commissioners. The motion carried.

MOTION RE: APPROVE MINUTES

Commissioner Bob Duncan moved and Commissioner Johnnie Wheeler seconded to approve the minutes of the February 19, 2008 meeting of the Putnam County Board of Commissioners.

The Chairman asked for questions on the motion, There were none.

The Chairman asked for a voice vote on the motion to approve the minutes of the February 19, 2008 meeting of the Putnam County Board of Commissioners. The motion carried.

UNFINISHED BUSINESS AND ACTION THEREON BY THE BOARD

REPORT OF STANDING COMMITTEES

PLANNING COMMITTEE: No unfinished business.

FISCAL REVIEW COMMITTEE: No unfinished business.

NOMINATING COMMITTEE: No unfinished business.

REPORT OF SPECIAL COMMITTEES

OTHER UNFINISHED BUSINESS

PLANNING COMMITTEE

Consider approval to purchase the O.J. Wright property. This comes without recommendation.

MOTION RE: POSTPONE THE PURCHASE OF THE O.J. WRIGHT PROPERTY UNTIL THE MAY 2008 COUNTY COMMISSION MEETING

Commissioner Gene Mullins moved and Commissioner Mike Medley seconded to postpone the purchase of the O.J. Wright property until the May 2008 County Commission meeting.

(SEE ATTACHED)

Recommendation to Purchase the O. J. Wright Property

The Land & Facilities Subcommittee recommends to the Planning Committee that the county purchase the O. J. Wright property for \$1.8 million, with \$150,000 to be paid from the capital projects fund and \$150,000 to be paid from county general at closing, and the balance to be paid over 10 years in annual payments of \$150,000 plus accrued interest at an interest rate of 4%. This recommendation is subject to certain contractual changes recommended by the county attorney and his approval of said changes.

In making this recommendation, members of the Land & Facilities Subcommittee note the following facts:

- The parcel contains approximately 130 acres, making the cost \$14,000 per acre.
 - School board recently purchased nearby property for approximately \$20,600 per acre.
- Approximately 30 acres is in a 100 year flood plain. Not counting the flood plain land, the cost per acre would be \$18,000.
 - Flood plain land can be used as farm land, parking areas, green space, or other uses that would not make any flooding worse downstream.
- County currently has no land for future county needs.
- Future needs include:
 1. Relocation of county functions from existing locations to make better use of existing lands not currently in "highest & best use."
 2. Emergency services sub-station south of I-40.
 3. Additional space for non-felony inmates.
- Mr. Wright retains life estate of 3 years in house & 3 acres.
- Purchase can be accomplished without tax increase.
- Land prices are probably only going to increase.

The Chairman asked for questions on the motion.

The Commissioners discussed the motion.

MOTION RE: TABLE MOTION REGARDING THE O.J. WRIGHT PROPERTY INDEFINITELY

Commissioner Johnnie Wheeler moved and Commissioner Jere Mason seconded to table the motion regarding the O.J. Wright property indefinitely.

The Commission discussed the motion to table.

Commissioner Johnnie Wheeler withdrew her motion.

The Chairman asked for a voice vote on the motion to postpone the purchase of the O.J. Wright property until the May 2008 County Commission meeting. The voice vote was undecided.

The Chairman asked the Commissioners to vote on the motion to purchase the O.J. Wright property until the May 2008 County Commission meeting and the Commissioners voted as follows:

FOR

Larry Epps
Bob Duncan
Scott McCanless
Andy Honeycutt
Sue Neal
Greg Rector
Gene Mullins
Mike Atwood
Ron Chaffin

AGAINST

David Randolph
Jerry Ford
Marson McCormick
Johnnie Wheeler
Anna Ruth Burroughs
Reggie Shanks
Joel Cowan
Mike Medley
Joe Trobaugh
Dale Moss
Jere Mason

ABSENT

Jim Martin

ABSTAIN

Kevin Maynard
Bill Walker

The Clerk announced that nine (9) voted for, twelve (12) voted against, two (2) abstained, and one (1) was absent.

The Chairman announced that the motion failed.

MOTION RE: TABLE INDEFINITELY THE PURCHASE OF THE O.J. WRIGHT PROPERTY

Commissioner Johnnie Wheeler moved and Commissioner Mike Medley seconded to table indefinitely the purchase of the O.J. Wright property.

The Commission discussed the motion.

Commissioner Johnnie Wheeler withdrew her motion to table.

Jeff Jones, County Attorney, spoke to the Commission.

MOTION RE: IF THE O.J. WRIGHT PROPERTY IS NOT PURCHASED BY PUTNAM COUNTY IT WILL NOT BE BROUGHT BACK BEFORE THE COMMISSION FOR FOUR YEARS

Commissioner Mike Medley moved and Commissioner Jere Mason seconded to approve that if the O.J. Wright property is not purchased by Putnam County it will not be brought back before the Commission for four years.

The Commission discussed the motion.

Commissioner Mike Medley withdrew his motion.

The Chairman declared a recess for five minutes.

The Chairman called the meeting back in session to consider item 1a the purchase of the O.J. Wright property.

The Commission discussed the motion.

MOTION RE: NOT TO PURCHASE THE O.J. WRIGHT PROPERTY, SUSPEND THE PURCHASE OF THE PROPERTY INDEFINITELY AND THE BUILDING AND FACILITIES COMMITTEE TO SEARCH FOR MORE PROPERTY

Commissioner Jere Mason moved and Commissioner Joe Trobaugh seconded not to purchase the O.J. Wright property, suspend the purchase of the property indefinitely, and the Building and Facilities Committee to search for more property.

The Chairman asked for questions on the motion.

The Chairman asked the Commissioners to vote on the motion not to purchase the O.J. Wright property, suspend the purchase of the property indefinitely and the Building and Facilities Committee to search for more property and the Commissioners voted as follows:

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

ABSENT

Jim Martin .

ABSTAIN

Kevin Maynard
Bill Walker

The Clerk announced that twelve (12) voted for, nine (9) voted against, two (2) abstained, and one (1) was absent.

The Chairman announced that the motion failed.

**MOTION RE: THE PLANNING COMMITTEE RECOMMENDS APPROVAL
THAT THE SPEED LIMIT FOR PENTHOUSE ROAD BE SET AT 30 MPH**

Commissioner Gene Mullins moved and Commissioner Jere Mason seconded to approve that the speed limit for Penthouse Road be set at 30 mph

(SEE ATTACHED)

March

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

RE: REQUEST FOR SPEED LIMIT REVIEW

DATE: 2-4-08

30 MPH
Requested

We the undersigned resident (residents who are 18 years old or older) of the PENTHOUSE (Road)(Lane)() do hereby request the Speed Limit Committee review traffic conditions on our road between VILLAGE (Road)(Lane)() and BARUCHA (Road)(Lane)(). We feel there is sufficient traffic congestion to warrant a speed limit reduction below 55 M.P.H. (For consideration, this petition must be signed by a majority of the residents 18 or older living on said road.)

SIGNATURE	ADDRESS	TELEPHONE
Virginia	4993 Penthouse Rd	520-4050
Kenneth C. [unclear]	4993 Penthouse Rd	520-4050 ✓
Wesley J. Miller	4993 Penthouse Rd	520-4050
Samuel Hill	5723 Penthouse Rd	528-7818 +
Jody Hill	5723 Penthouse Rd	528-7818 ✓
Debra Ford	5691 Penthouse Rd	520-1419 ✓
Vicki Kendall	5691 Penthouse Rd	520-1419
Patricia [unclear]	5960 Penthouse Rd	528-7205 ✓
Kyle Walker	5924 Penthouse Rd	526-1207 ✓
John [unclear]	5507 Penthouse Rd	526-6023 ✓
Michael Wilborn	5322 Penthouse Rd	528-6451 ✓
Norma Monroe	5160 Penthouse Rd	525-3874 ✓
J. Eisen	4952 Penthouse Rd	528-10579
Sharon Wilkerson	4952 Penthouse Rd	372-0877 ✓
Heather Fitzgerald	1557 Penthouse Rd	303-7717
Ch. [unclear]	5125 Penthouse Rd	
Ronnie Sweet	5045 Penthouse Rd	528-3940 ✓
Vicki Robinson	5030 Penthouse Rd	372-2021 ✓
Ada Ruth Pearson	5000 Penthouse Rd	
Sherrida Hill	4925 Penthouse	
David Burden	5139 Penthouse Rd	372-8985 ✓
Billy Malbran	5155 Penthouse Rd	528-5309 ✓
Eric Mitchell	5135 Penthouse Rd	525-6413

The Chairman asked for questions on the motion. There were none.

The Chairman asked for a voice vote on the motion to approve that the speed limit for Penthouse Road be set at 30 mph. The motion carried.

**MOTION RE: THE PLANNING COMMITTEE RECOMMENDS APPROVAL OF
A RESOLUTION TRANSFERRING JURISDICTION OF JUVENILE COURT
AND PROBATE COURT FROM THE COUNTY CLERK TO THE CIRCUIT
COURT CLERK**

Commissioner Gene Mullins moved and Commissioner Jere Mason seconded to approve a Resolution transferring jurisdiction of Juvenile Court and Probate Court from the County Clerk to the Circuit Court Clerk.

(SEE ATTACHED)

RESOLUTION TO AMEND PRIVATE ACTS OF 1965
OF PUTNAM COUNTY, TENNESSEE AND TO ENACT PRIVATE ACT
REGARDING JUVENILE COURT CLERK

WHEREAS, the Section 5 of Private Acts of 1965 of Putnam County, Tennessee, Chapter 229, provides:

SECTION 5. That the County Court Clerk of Putnam County shall remain the Clerk of the Probate Court and all fees received by him as Clerk of the Probate Court shall continue to be a part of the fees of his office. He is empowered and authorized to employ necessary deputy clerks or clerks who shall be compensated out of the fees of the office as now provided by law upon his making application for such assistance as provided by Chapter 20, Title 8, Tennessee Code Annotated.;

and

WHEREAS, the duties of administrating the Juvenile Courts currently is currently undertaken by the County Clerk in Putnam County pursuant to Tennessee Code Annotated §37-1-210;

and

WHEREAS, the County Legislative body has determined that it is in the best interests of the county that the duties of administrating the Juvenile and Probate Courts currently undertaken by the County Clerk in Putnam County be transferred to the Circuit Court Clerk;

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

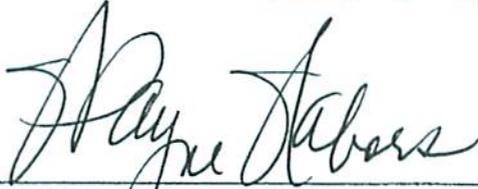
Section 1. The Legislature for the State of Tennessee amend the Private Acts of 1965, Chapter 229, of Putnam County, Tennessee to provide that the duties of administrating the Probate Courts currently undertaken by the Putnam County Clerk in Putnam County be transferred to the Putnam County Circuit Court Clerk Thus, the amended section shall read:

SECTION 5. That the Circuit Court Clerk of Putnam County shall be the Clerk of the Probate Court and all fees received by him/her as Clerk of the Probate Court shall continue to be a part of the fees of his/her office. He/She is empowered and authorized to employ necessary deputy clerks or clerks who shall be compensated out of the fees of the office as now provided by law upon his making application for such assistance as provided by Chapter 20, Title 8, Tennessee Code Annotated.;

Section 2. The Legislature for the State of Tennessee enact a Private Act for Putnam County, Tennessee, to provide that the duties of administrating the Juvenile Court currently undertaken by the Putnam County Clerk in Putnam County be transferred to the Putnam County Circuit Court Clerk .

Section 3. This resolution shall be effective upon its passage and approval, the public welfare requiring it.

Adopted this the 17th day of MARCH, 2008.



Wayne Nabors, County Clerk



Kim Blaylock, County Executive



WAYNE NABORS
COUNTY CLERK - PUTNAM COUNTY
Probate Court & Juvenile Court Clerk

March 3, 2008

**TO: Commission Planning Committee of
The Putnam County Board of Commissioners**

SUBJECT: Transfer of Juvenile Court & Probate Court

Please allow this to serve as my official request to transfer Juvenile Court and Probate Court from the County Clerk's office to the appropriate Court Clerk's office accordingly.

I have attached a copy of the e-mail from the Administrative Office of the Courts staff attorney David Haines and the Attorney General opinion concerning the transfer of Probate Court.

However, I will leave this to your discretion.

Thank you....

**Wayne Nabors
County Clerk**

N

Mail Message

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From: "David Haines" <dhaines@tncourts.gov>
To: Wayne Nabors
Date: Friday - February 22, 2008 2:55 PM
Subject: AG Opinion
 Mime.822 (2358 bytes) [View](#) [Save As](#)

Here is a link to the A.G's Opinion that we discussed. As you can see, the duties for Putnam County probate would be transferred to the clerks and master if Putnam County were removed from the list of counties that are currently exempt from the provisions of TCA Section 18-6-106.

<http://www.attorneygeneral.state.tn.us/op/2003/OP/OP143.pdf>

Please let me know if you need anything else.

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STATE OF TENNESSEE
OFFICE OF THE
ATTORNEY GENERAL
SECOND FLOOR CORDELL HULL BUILDING
425 FIFTH AVENUE NORTH
NASHVILLE, TENNESSEE 37243-0488

November 7, 2003

Opinion No. 03-143

Probate Court Clerk in Unicoi County

QUESTION

2003 Tenn. Pub. Acts Ch. 310 deletes Title 16, Chapter 16, Part 1, in its entirety. Section 2 of this act provides in part that “[n]o later than July 1, 2006, notwithstanding any law or public, private, special or local act to the contrary, no county clerk shall serve as clerk of a court with probate jurisdiction.” Under 1981 Tenn. Priv. Acts Ch. 98, probate jurisdiction in Unicoi County was vested in the Unicoi County General Sessions Court. The same act assigns various functions to the Unicoi County Court Clerk. Does Chapter 310 remove probate jurisdiction from the Unicoi County General Sessions Court and the Unicoi County Court Clerk and assign those functions to the Chancery Court and the Clerk and Master?

OPINION

Chapter 310 does not transfer probate jurisdiction from the Unicoi County General Sessions Court. Under the act, however, all probate functions now performed by the Unicoi County Court Clerk under 1981 Tenn. Priv. Acts Ch. 98 must be transferred to the Clerk of the Unicoi County General Sessions Court or the Clerk and Master no later than July 1, 2006.

ANALYSIS

This opinion concerns the effect of 2003 Tenn. Pub. Acts Ch. 310 on probate matters in Unicoi County. Section 1 of the act deletes Part 1 of Chapter 16 of Title 16 of the Tennessee Code in its entirety. That statutory scheme established a county court in each county to deal with probate matters. Section 2 of the act added the following subdivision (a)(1) to Tenn. Code Ann. § 18-6-106, regarding administration of estates:

No later than July 1, 2006, notwithstanding any law or public, private, special or local act to the contrary, no county clerk shall serve as clerk of a court with probate jurisdiction. No later than July 1, 2006, in any county in which the county clerk is performing this function, the duties as to administration of estates and guardian appointments shall be vested in either the clerk of the court with probate jurisdiction or the clerk and master. No later than July 1, 2006, in any county in which the county clerk is the only clerk of the

court with probate jurisdiction, these duties shall be transferred to the clerk and master.

(Emphasis added). Section 2 of this act exempts counties in a population bracket from the act. Under the 2000 federal census, Sevier County falls within this bracket and is exempted from the act. Sections 3, 4, and 5 of the act delete Tenn. Code Ann. §§ 18-6-107, -108 and -110. These statutes all assigned duties related to the administration of estates to the county court clerk. Sections 6 through 10 exempt counties in various population brackets from the act. Under the 2000 census, Putnam, Rutherford, Lauderdale, Loudon, Cannon and Dickson Counties fall within the specified brackets and are exempted from the act. No provision exempts Unicoi County from the act.

Section 1 of 1981 Tenn. Priv. Acts Ch. 98 provides:

The Judge of the General Sessions Court of Unicoi County is hereby vested with jurisdiction over the probate of wills and the administration of estates, and all matters relating thereto, previously vested in the County Court, the County Judge or County Chairman, and the Chancery Court. However, to assist the Judge of the General Sessions Court, the County Court Clerk shall be authorized and empowered to grant letters of administration and letters testamentary, appoint administrators and executors, receive and adjudicate all claims, probate wills in common form, determine allowances to surviving spouse and family of the deceased, preside over the assignment of homestead, direct and approve final distributions, and hear and determine all probate matters whether herein enumerated or not. Subject to the approval of the General Sessions Judge, such clerk may also take and state all accounts and settlements. The Judge of the General Sessions Court shall hear all probates in solemn form and may hear such other probate matters as he may deem proper. All action taken by the County Court Clerk shall be subject to review by the Judge of the General Sessions Court by simple motion, petition, or the filing of exceptions as may be appropriate.

The duties of the clerk of a court having probate jurisdiction are set forth in Tenn. Code Ann. § 18-6-106, which Chapter 310 has now designated as subsection (b). These duties are somewhat different from those accorded the Unicoi County Court Clerk under the private act. But the duties accorded the Unicoi County Court Clerk clearly include functions performed by the probate court clerk under Tenn. Code Ann. § 18-6-106(b). Further, Chapter 310 provides that, in any county where the county court clerk is acting as the clerk of the court with probate jurisdiction, “the *duties as to administration of estates and guardian appointments* shall be vested in either the clerk of the court with probate jurisdiction or the clerk and master.” (Emphasis added). Under this statute, therefore, we think the General Assembly intended that all probate functions now performed by the Unicoi

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County Court Clerk under 1981 Tenn. Priv. Acts Ch. 98 must be transferred to the Clerk of the Unicoi County General Sessions Court or the Clerk and Master no later than July 1, 2006.

PAUL G. SUMMERS
Attorney General and Reporter

MICHAEL E. MOORE
Solicitor General

ANN LOUISE VIX
Senior Counsel

Requested by:

Honorable David Hawk
State Representative
202 War Memorial Building
Nashville, TN 37243-0105

MOTION RE: AMEND MOTION TO TAKE EFFECT JULY 1, 2008 AND ADD THE NAMES OF THE EMPLOYEES THAT WILL TRANSFER LAWANDA WILSON, KRISTY JOHNSON, CHRISTY MURPHY, AMY HOUSTON, AND MICHELLE NEAL

Commissioner Jere Mason moved and Commissioner Joe Trobaugh seconded to amend the motion to take effect July 1, 2008 and add the names of the employees that will transfer Lawanda Wilson, Kristy Johnson, Christy Murphy, Amy Houston, and Michelle Neal.

The Chairman asked for questions on the amendment. There were none.

The Chairman asked for a voice vote on the amendment to take effect July 1, 2008 and add the names of the employees that will transfer Lawanda Wilson, Kristy Johnson, Christy Murphy, Amy Houston, and Michelle Neal. The amendment carried.

The Chairman asked the Commissioners for a voice vote on the motion as amended to approve the Resolution transferring jurisdiction of Juvenile Court and Probate Court from the County Clerk to the Circuit Court Clerk , to take effect July 1, 2008 and add the names of the employees that will transfer Lawanda Wilson, Kristy Johnson, Christy Murphy, Amy Houston, and Michelle Neal. The motion carried.

MOTION RE: THE PLANNING COMMITTEE RECOMMENDS APPROVAL OF THE FAIRGROUND LEASING CONTRACT, POLICY AND FEES AS PRESENTED

Commissioner Gene Mullins moved and Commissioner Jere Mason seconded to approve the fairground leasing contract, policy and fees as presented.

(SEE ATTACHED)

Date: March 3, 2008
Memo to: Kim Blaylock – Putnam County Executive
Subject: Fairgrounds Leasing Contract, Policy and Fees
From: Ron Chaffin – Fair Board President

Pursuant to the agreement between Putnam County and the Putnam County Agricultural & Industrial Fair Inc., the Fair Board acting as Leasing Agent for the Fairgrounds property, wishes to submit the following recommendations to the Planning Committee for consideration during its next regular meeting on March 10, 2008:

- I. Rental Contract – Recommend approval of the Rental Contract without any changes noted in the Rental Policy.
- II. Rental Policy – Recommend approval of the Rental Policy with revised changes. (**Exhibit A**)

* Persons desiring to use the Putnam County Fairgrounds must contact the Authorized Leasing Agent (Putnam County Maintenance Department) to receive a copy of the Rental Policy and Procedures, Rental Fee Schedule, and Rental Contract.

- III. Rental Fees – Recommend approval of Rental Fee Schedule without any Changes noted. (**Exhibit B**)

Thank you,

Ron Chaffin

Enclosures (2)

PUTNAM COUNTY FAIRGROUNDS

“RENTAL POLICY AND PROCEDURES”

Section 1: Rental Policy Statement

The Putnam County Fairground is available for use by any individual(s), non-profit, or public service organization(s), and for any other lawful purpose or event, on a fee basis, per the terms set forth in the rental contract as approved by the Putnam County Commission.

Section 2: Rental Procedures

Person desiring to use the Putnam County Fairgrounds must contact the authorized leasing agent (the Putnam County Maintenance Department), to receive a copy of the rental policy and procedures, rental fee schedule and rental contract. The Leasing Agent will assist in the scheduling of each event, the preparation and execution of the Rental Contract, the collection of the rental fees, and will answer questions pertaining to the Rental Policy and Procedures.

The completed Rental Contract and appropriate fee deposit must be received 10 days prior to the event and will be delivered to the County Executive for approval. The Rental Contract will be binding only upon receiving the approval and signature of the County Executive. A copy of the signed Rental Contract will be returned to the Lessee (herein after referred to as the “User”) upon the completion of the approved process.

User will present a copy of the signed Rental Contract to the Putnam County Maintenance Department 24 hours prior to the event and receive a key to the access to the Fairgrounds. Early access to the Fairgrounds, or any type of special arrangement must be specified in the Rental Contract. The Maintenance Department may charge a fee for special preparations, and user acknowledges that these fees, if any, are to be invoiced by the Leasing Agent upon completion of the event.

The user shall not alter the grounds in anyway during the 11 months of the year. The 12th month is assumed by the Putnam County Fair Board and has the right to alter the grounds because of nightly events that are held during the Putnam County Fair. In this event, the grounds will be put back to its original state at the expense of the Putnam County Fair Board.

The Maintenance Department upon completion of the event will conduct a final inspection of the Fairgrounds, and the key should be returned at the same time. Repairs of any damages, which occurred during the event, will be the responsibility of the user and, if the damage is not repaired in a timely manner, then all repairs will be made by the Maintenance Department. All charges for the repairs and the fees for the use of electricity, water and cleanup (if applicable and not paid in advance) will be invoiced to the user by the Leasing Agent. All invoices must be paid within 10 days of the date of the invoice, and payments should be made directly to the office of the County Executive.

User assumes responsibility for the security of the Fairgrounds before, during and after the event while the key is in the User's possession. Any special arrangements for the control of traffic entering or leaving the Fairgrounds will be sole the responsibility of the User, and must be made by the User with the appropriate Law Enforcement Agency.

User acknowledges that the advertising and/or promotion of alcoholic beverages are not permitted at any time on the Fairgrounds property.

Terms and conditions set forth in the Rental Contract and the Schedule of Rental Fees have been approved by the County Commission. The Leasing Agency does not have the authority to set aside or change any Terms and Conditions or Rental Fees without the approval of the County Executive.

PUTNAM COUNTY FAIRGROUNDS

“RENTAL FEE SCHEDULE”

EFFECTIVE 1/1/2008 – 12/31/2008

Rental Fees:

Arena Area (Not including Stage)		
Grandstands		
Upper Restrooms		
Handicapped Restroom		
Concession Stand (Northeast Corner Arena)		
Total Rental Fee		\$300.00/Day
Concert Stage (Includes 2-400 Amp Electrical Services)		\$500.00/Day
Concert Stage (Without 2 –400 Amp Electrical Services)		\$300.00/Day
Additional Concession Stands	Large	\$ 50.00/Day
	Small	\$ 25.00/Day
Midway Area (Includes Lower Restrooms)		\$150.00/Day
Specific Buildings (Example: Cow Barn)		\$150.00/Day
Horse Stalls (Each)		\$ 5.00/Day

Electrical Fees:

Basic Charge For Electricity (If Used)	\$ 25.00/Day
Arena Lights (In addition to basic charge)	\$100.00/night

Water Fees:

Basic Charge for water (if Used)	\$ 25.00/Day
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Clean-Up Fees:

Grounds Clean-Up fee	\$250.00/Event
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Note: Omit Clean-Up fee when user cleans up grounds.

Discounts:

- Approved Non Profit Groups (501C Status) – Less 50%
- Agricultural Events (excluding Rodeos) – Less 25%

Note: Discounts do not apply to Electricity, Water and Clean-Up fees.

The Chairman asked for questions. There were none.

The Chairman asked for a voice vote on the motion to approve the fairground leasing contract, policy and fees as presented. The motion carried.

MOTION RE: THE PLANNING COMMITTEE RECOMMENDS APPROVAL TO KEEP GLADE CREEK IN PUTNAM COUNTY

Commissioner Gene Mullins moved and Commissioner Sue Neal seconded to keep Glade Creek in Putnam County.

The Chairman asked for questions on the motion. There were none.

The Chairman asked for a voice vote on the motion to keep Glade Creek in Putnam County. The motion carried.

MOTION RE: THE PLANNING COMMITTEE RECOMMENDS APPROVAL FOR A PLAQUE TO BE MADE NAMING MONTEREY EMS BUILDING FOR BILL PARROTT

Commissioner Gene Mullins moved and Commissioner Andy Honeycutt seconded to approve a plaque be made naming Monterey EMS Building for Bill Parrott.

The Chairman asked for questions on the motion. There were none.

The Chairman asked for a voice vote on the motion to approve a plaque to be made naming Monterey EMS Building for Bill Parrott. The motion carried.

MOTION RE: THE PLANNING COMMITTEE RECOMMENDS APPROVAL THAT A RESOLUTION BE SENT TO THE STATE OF TENNESSEE ASKING THEM TO CONSIDER LEAVING THE FSA OFFICE IN PUTNAM COUNTY

Commissioner Joe Trobaugh moved and Commissioner Dale Moss seconded to approve that a resolution be sent to the State of Tennessee asking them to consider leaving the FSA office in Putnam County.

(SEE ATTACHED)

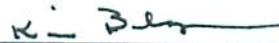
**RESOLUTION
URGING FEDERAL AND STATE OFFICIALS
TO REOPEN THE PUTNAM FARM SERVICE OFFICE**

Whereas, the Putnam County Farm Service Agency provides assistance to local farmers,
and

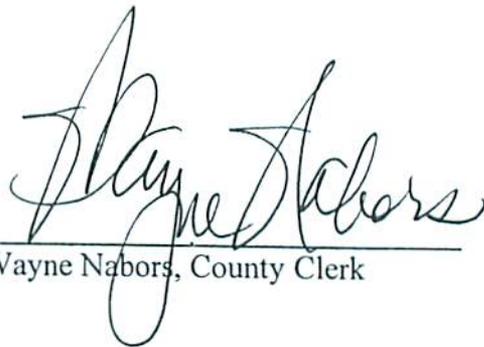
Whereas, Putnam County is the most heavily populated county in the Upper Cumberland
Area, and

Whereas, it will be an inconvenience for the farmers of this county to travel outside the
county for assistance;

Now Therefore Be It Resolved by the Board of County Commissioners of Putnam
County, meeting in full session on this the 17th day of March, 2008, that the appropriate
federal and state officials take the necessary steps to reopen the Farm Service Agency
office in Putnam County as it has been in the past.



Kim Blaylock, County Executive



Wayne Nabors, County Clerk

The Chairman asked for questions. There were none.

The Chairman asked for a voice vote on the motion to approve that a resolution be sent to the State of Tennessee asking them to consider leaving the FSA office in Putnam County. The motion carried.

FISCAL REVIEW COMMITTEE

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

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

(SEE ATTACHED)

*Department of Education
Putnam County*

DR. KATHLEEN AIRHART, Director of Schools

Board Members
Daren Shanks
David McCormick
Vernon Crabtree
Roger Williams

1400 East Spring Street
Cookeville, TN 38506-4313
Phone: (931) 526-9777
Director/Board Fax: (931) 528-6942

Jerry Maynard, Chairman
Dr. Walter Derryberry, Vice-Chairman

March 3, 2008

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,



Deborah K. Gernt
Chief Financial Officer

Enclosures:

Job Training Partnership Act Grant
Community Enhancement Grant
Model Dropout Prevention Program Grant
Grants Department
Adult Education Grant

tabbier
I.C.I.a.
3/6/08

Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Community Enhancement Grant

DATE: 6-Mar-08

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Increase	Requested Approval Amount	Amount Expended (Received) YTD
1	141	46980-CEG	Revenue	-		1,000.00	1,000.00	1,000.00
2	141	72710-499-CEG	Other Supplies & Materials	-	1,000.00		1,000.00	-
3							-	
4							-	
5							-	
6							-	
7							-	
8							-	
9							-	
10							-	-
							-	
				-	1,000.00	1,000.00	-	1,000.00

32

To program Community Enhancement Grant received. No matching funds required.

Requested by: Kathleen Airhart Recommended for Approval: Kathleen M. Smith 2-28-08
Official / Department Head

Reviewed by: Dorothy K. Merritt
Chief Financial Officer

Action by Fiscal Review Commit Recommended for Approval No Recommendation Date: _____

Action by County Commission: Approved Not Approved Date: _____

RECEIVED
2/27/08

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3/6/08

Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Job Training Partnership Act

DATE: 6-Mar-08

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Increase	Requested Approval Amount	Amount Expended (Received) YTD
1	141	47210	Revenue	14,000.00	6,000.00	-	20,000.00	3,000.00
2	141	71100-116-JTPA	Teachers	12,320.00	-	5,264.00	17,584.00	-
3	141	71100-201-JTPA	Social Security	764.00		311.00	1,075.00	-
4	141	71100-204-JTPA	Retirement	769.00		353.00	1,122.00	-
5	141	71100-212-JTPA	Medicare	179.00		72.00	251.00	-
6							-	
7							-	
8							-	
9							-	
10							-	
				28,032.00	6,000.00	6,000.00	28,032.00	3,000.00

33

To budget additional revenue in the Job Training Partnership Act grant.

Requested by: _____

Recommended for Approval:

Kathleen M. Smith 2-28-08
Official / Department Head

Reviewed by:

Sharon K. Smith 2/28/08
Chief Financial Officer

Action by Fiscal Review Commit Recommended for Approval

No Recommendation

Date: _____

Action by County Commission: Approved

Not Approved

Date: _____

RECEIVED
2/27/08

Putnam County Budget Amendment / Line Item Transfer Authorization Form

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3/6/08

Department: Grant

DATE: March 6, 2008

Item #	Fund #	Account #	Account Description	Current			Requested	Amount Expended
				Approved Amoun	Increase	Decrease	Approval Amount (Received) YTD	YTD
1	141	72510-435-GRWRI	Office Supplies	1,000.00		500.00	500.00	451.16
2	141	72210-524-GRWRI	Inservice / Staff Development	3,500.00		875.00	2,625.00	2,605.14
3	141	72210-790-GRWRI	Other Equipment	-	1,375.00		1,375.00	-
			Total	4,500.00	1,375.00	1,375.00	4,500.00	

To move funds to cover cost of two new computers in the department due to hardware problems on existing one's.

Requested by: Dr. Sandra Koczwar
Supervisor

Recommended for Approval: Kathleen M. Juit 2-28-08
Official / Department Head

Reviewed by: Suzanne K. Memt 2/28/08
Chief Financial Officer

314

Action by Fiscal Review Committee: Recommended for Approval No Recommendation Date: _____

Action by County Commission: Approved Not Approved Date: _____

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3/6/08

Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Adult Education Grant (NEWAE)

DATE: 6-Mar-08

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount	Amount Expended (Received) YTD
COST CENTER NEWAE								
1	141	71100-116	Teacher	15,983.00		15,983.00	-	-
2	141	71100-201	Social Security	991.00	-	991.00	-	-
3	141	71100-204	State Retirement	998.00		998.00	-	-
4	141	71100-212	Medicare	232.00		232.00	-	-
5	141	71600-116	Teacher	-	15,945.00		15,945.00	3,186.00
6	141	71600-201	Social Security	-	991.00		991.00	197.53
7	141	71600-204	State Retirement	-	998.00		998.00	163.43
8	141	71600-212	Medicare	-	232.00		232.00	46.20
9	141	71600-210	Unemployment	-	38.00		38.00	7.63
10							-	-
				18,204.00	18,204.00	18,204.00	18,204.00	3,600.79

35

To match grant budget with state approved budget.

Requested by: _____

Recommended for Approval: Kathleen M. Aust 2-28-08
Official / Department Head

Reviewed by: Deborah K. Merritt
Chief Financial Officer

Action by Fiscal Review Commit Recommended for Approval No Recommendation Date: _____

Action by County Commission: Approved Not Approved Date: _____

EXHIBIT
I.C.I.E.
3/6/08
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Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Model Dropout Prevention Grant

DATE: 6-Mar-08

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Increase	Requested Approval Amount	Amount Expended (Received) YTD
1	141	46980-MDPG	Other State Grants	-	6,000.00	-	6,000.00	
2	141	71200-399-MDPG	Other Contracted Services	-	-	5,868.00	5,868.00	-
3	141	72510-119	Indirect Cost	144,553.00		132.00	144,685.00	89,299.35
4	141							-
5	141							-
6							-	
7							-	
8							-	
9							-	
10							-	-
				144,553.00	6,000.00	6,000.00	144,553.00	89,299.35

To budget funds for the Model Dropout Prevention Grant awarded to PCS for 2007-08 school year.

Requested by: Melanie Bussell, Supervisor

Recommended for Approval:

Kathleen M. [Signature] 2-28-08
Official / Department Head

Reviewed by:

[Signature]
Chief Financial Officer

Action by Fiscal Review Commit Recommended for Approval

No Recommendation

Date: _____

Action by County Commission: Approved

Not Approved

Date: _____

36

The Chairman asked for questions on the motion. There were none.

The Chairman asked the Commissioners to vote on the motion to approve amendments to the General Purpose School Fund as presented and the Commissioners voted as follows:

FOR

David Randolph

Larry Epps

Bob Duncan

Jerry Ford

Scott McCanless

Andy Honeycutt

Marson McCormick

Johnnie Wheeler

Anna Ruth Burroughs

Reggie Shanks

Joel Cowan

Mike Medley

Joe Trobaugh

Eris Bryant

Sue Neal

Dale Moss

Greg Rector

Kevin Maynard

Gene Mullins

Jere Mason

Bill Walker

Mike Atwood

Ron Chaffin

ABSENT – Jim Martin

The Chairman announced that twenty-three (23) voted for and one (1) was absent.

The Chairman announced that the motion carried.

**MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS
APPROVAL OF AMENDMENTS TO THE ROAD DEPARTMENT FUND AS
PRESENTED**

Commissioner Bob Duncan moved and Commissioner Joe Trobaugh seconded to approve amendments to the Road Department Fund as presented.

(SEE ATTACHED)

Putnam County Budget Amendment/Line Item Transfer Authorization Form
Road Department Date: 03-17-2008

Item No.	Fund No.	Account #	Account Description	Current Approved	Increase	Decrease	Amount Requested	Amount Expended YTD
1	131	61000.189	Bookkeeper	27,750	600		28,350	19,629
2	131	62000.443	Road Signs	25,000	20,000		45,000	23,949
3	131	62000.444	Salt	10,000	7,000		17,000	7,145
4	131	61000.337	Maint./Repair	2,000		600	1,400	100
5	131	62000.408	Concrete	20,000		20,000	0	0
6	131	62000.599	Other Charges	2,000		2,000	0	0
7	131	62000.404	Cold Mix	1,000		1,000	0	0
8	131	62000.440	Metal Pipe	12,000		4,000	8,000	249

Explanation:

Expenditure Increases:

61000.189	Bookkeeper	Typed in incorrectly from approved committee amount
62000.443	Road Signs	Budgeted amount spent to erect railroad signs Transferred amount will be used to replace road name signs with larger signs as mandated by the Federal Government
62000.444	Salt	Need to replenish stock pile while quoted price is low

Expenditure Decreases:

All Not needed

Requested by: Billy A. Jones
 Department Head/County Official

Action by Fiscal Review Committee
 Recommended
 Not Recommended
 Date: _____

Action by County Commission
 Recommended
 Not Recommended
 Date: _____

38

The Chairman asked for questions on the motion. There were none.

The Chairman asked the Commissioners to vote on the motion to approve amendments to the Road Department Fund as presented and the Commissioners voted as follows:

FOR

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

ABSENT – Jim Martin

The Clerk announced that twenty-three (23) voted for and one (1) was absent.

The Chairman announced that the motion carried.

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF A RESOLUTION TO ESTABLISH ARCHIVES AND RECORDS MANAGEMENT FEE FOR DOCUMENT FILES IN VARIOUS PUTNAM COUNTY OFFICES, AND TO NAME GLENN JONES AS ARCHIVIST AT A SALARY OF \$24,200 PER YEAR

Commissioner Bob Duncan moved and Commissioner Jerry Ford seconded to approve a Resolution to Establish Archives and Records Management Fee for document files in various Putnam County Offices, and to name Glenn Jones as Archivist at a salary of \$24,200 per year.

(SEE ATTACHED)

**RESOLUTION TO ESTABLISH ARCHIVES AND RECORDS
MANAGEMENT FEE FOR
DOCUMENTS FILES IN VARIOUS PUTNAM COUNTY OFFICES**

WHEREAS, *Tennessee Code Annotated*, Section 10-7-408, authorizes county legislative bodies to establish and collect an archives and records management fee not to exceed two dollars (\$2.00) per document filed in all county offices except the county register, including, but not limited to, the county clerk, the county trustee, the sheriff, the county assessor, the county executive and county commissioners, with the funds collected through this fee to be designated exclusively for duplicating, storing and maintaining any records required by law to be permanently kept; and

WHEREAS, the County Legislative body has determined that it is in the best interests of the county that such a records management fee be established and collected in all county offices except the county register, including, but not limited to, the county clerk, the county trustee, the sheriff, the county assessor, the county executive and county commissioners in Putnam County;

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

Section 1. An archives and records management fee is hereby established in the amount of two dollars (\$2.00) on each document filed in all county offices except the county register, including, but not limited to, the county clerk, the county trustee, the sheriff, the county assessor, the county executive and county commissioners.

Section 2. The archives and records management fee shall be collected in all county offices except the county register, including, but not limited to, the county clerk, the county trustee, the sheriff, the county assessor, the county executive and county commissioners, on each document filed on or after July 1, 2008.

Section 3. The funds collected through this fee shall be designated and used by the Putnam County for duplicating, storing, and maintaining records required by law to be permanently kept.

Section 4. This resolution shall be effective upon its passage and approval, the public welfare requiring it.

Adopted this the 17TH day of MARCH, 2008.



Wayne Nabors, County Clerk



Kim Blaylock, County Executive

The Chairman asked for questions on the motion. The Commission discussed the motion.

The Chairman asked for the Commissioners to vote on the motion to approve a Resolution to Establish Archives and Records Management Fee for document files in various Putnam County offices, and to name Glenn Jones as Archivist at a salary of \$24,200 per year and the Commissioners voted as follows:

FOR

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

ABSTAIN – Joel Cowan

ABSENT – Jim Martin

The Clerk announced that twenty-two (22) voted for, one (1) abstained, and one (1) was absent.

The Chairman announced that the motion carried.

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF AMENDMENTS TO THE COUNTY GENERAL FUND IN AN AMOUNT OF \$9,900.

Commissioner Bob Duncan moved and Commissioner Mike Medley seconded to approve amendments to the County General Fund in an amount of \$9,900.

(SEE ATTACHED)

TO: County Commission Members
 FROM: Debby Francis, Manager of Accounts/Budgets
 DATE: March 4, 2008
 RE: County General Amendments/Transfers below

County General Fund-101
Expenditure Code Number

		<u>Debit</u>	<u>Credit</u>
51500	<u>Election Commission</u>		
399	Other Contracted Services	1,845	
719	Office Equipment		1,845
51910	<u>Preservation of Records</u>		
189	Other Salaries & Wages		6,050
	Benefits		1,850
499	Other Supplies & Materials		2,000

County General Fund - 101
Revenue Code Number

39000	Fund Balance	9,900	
	TOTALS	\$11,745	\$11,745

Putnam County Budget Amendment/Transfer Authorization Form

Department **Election Commission**

Date: **March 4, 2008**

Fund #	Account #	Account Description	Current Approved Amount	Decrease	Increase	Amount Requested	Amount Expended (Received) YTD
101	51500-399	Other Contracted Srv.	7,000	1,845		5,155	3,280
101	51500-719	Office Equipment	4,773		1,845	6,618	4,845

Explanation: See memo from Nancy Boman

Requested By:
Supervisor DHY

Recommended for Approval:
Official/Department Head Kent

Action by Fiscal Review Committee
Recommended
Not Recommended
Date _____

Action by County Commission
Approved
Not Approved
Date _____

Putnam County Election Commission

300 East Spring St., Room 10
Cookeville, Tennessee 38501
931-526-2566



DATE: FEBRUARY 21, 2008

TO: FISCAL REVIEW COMMITTEE

FROM: NANCY BOMAN, ADMINISTRATOR OF ELECTIONS

RE: BUDGET TRANSFER/AMENDMENT

I AM REQUESTING A TRANSFER OF FUNDS FROM LINE ITEM # 51500-399, OTHER CONTRACTED SERVICES, IN THE AMOUNT OF \$1,845.00 TO LINE ITEM # 51500-718 OFFICE EQUIPMENT. THE COPIER IN OUR OFFICE THAT I REQUEST TO REPLACE IN THE 2007-2008 BUDGET COMPLETELY WENT OUT. THE MACHINE WAS ELEVEN YEARS OLD AND COULD NOT BE "REBUILT". ANYMORE. THIS HAPPENED JUST AS EARLY VOTING WAS BEGINNING AND I HAD TO PURCHASE A NEW ONE IMMEDIATELY FOR OBVIOUS REASONS. THE REASON I HAD MONEY IN LINE ITEM # 51500-399, OTHER CONTRACTED SERVICE, IS BECAUSE I WAS UNABLE TO GET ANYONE TO DELIVER, SET UP AND RETURN THE HANDICAPPED SUPPLIES, WHICH THE STATE AND FEDERAL GOVERNMENT BOUGHT FOR PUTNAM COUNTY, AT THE VOTING PRECINCTS FOR THE FEBRUARY 5TH PRIMARY ELECTION DAY. THE BUILDINGS DO NOT MEET ADA SPECIFICATIONS FOR HANDICAPPED VOTERS AND PUTNAM COUNTY NEEDS TO ADDRESS THAT FACT WITH A PERMANENT SOLUTION ASAP.

THANK YOU FOR YOUR KIND ATTENTION TO THIS MATTER.

PERRY BARLETT
Chairman
LINDA DANIEL
Commissioner

WILLARD NASH
Secretary
ROBERT SHANKS
Commissioner

NANCY BOMAN
Administrator
ROBERT L. JERNIGAN
Commissioner

Putnam County Budget Amendment/Transfer Authorization Form

Department **Preservation of Records**

Date: **March 4, 2008**

Fund #	Account #	Account Description	Current Approved			Amount Requested	Amount Expended (Received) YTD
			Amount	Decrease	Increase		
101	51910-189	Other Salaries	0		6,050	6,050	0
		Benefits			1,850	1,850	0
101	51910-499	Other Supplies & Materials	0		2,000	2,000	0
101	#39000	Fund Balance		9,900			

Explanation: This is for the Proposed Archives Project-Kim Blaylock will report

Requested By: JKH
 Supervisor _____

Recommended for Approval:
 Official/Department Head Kim _____

Action by Fiscal Review Committee
 Recommended _____
 Not Recommended _____
 Date _____

Action by County Commission
 Approved _____
 Not Approved _____
 Date _____

The Chairman asked for questions on the motion. The Commission discussed the motion.

The Chairman asked the Commissioners to vote on the motion to approve amendments to the County General Fund in an amount of \$9,900 and the Commissioners voted as follows:

FOR

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

ABSENT – Jim Martin

The Clerk announced that twenty-three (23) voted for and one (1) was absent.

The Chairman announced that the motion carried.

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS NOT TO APPROVE THE \$1,845 REQUESTED BY THE ELECTION COMMISSION

Commissioner Bob Duncan moved and Commissioner Kevin Maynard seconded not to approve the \$1,845 requested by the Election Commission.

The Chairman asked for questions on the motion.

The Commissioners discussed the motion.

MOTION RE: AMEND MOTION AND APPROVE THE REQUEST OF THE ELECTION COMMISSION FOR A COPIER

Commissioner Reggie Shanks moved and Commissioner Johnnie Wheeler seconded to approve the request of the Election Commission for a copier.

The Chairman asked for questions on the amendment. There were none.

The Chairman asked for the Commissioners to vote on the amendment to approve the request of the Election Commission for a copier and the Commissioners voted as follows:

FOR

David Randolph	Mike Medley
Larry Epps	Joe Trobaugh
Scott McCanless	Eris Bryant
Andy Honeycutt	Dale Moss
Marson McCormick	Greg Rector
Johnnie Wheeler	Kevin Maynard
Anna Ruth Burroughs	Gene Mullins
Reggie Shanks	Jere Mason
Joel Cowan	Bill Walker
	Mike Atwood

AGAINST

Bob Duncan
Sue Neal
Ron Chaffin

ABSTAIN – Jerry Ford

ABSENT – Jim Martin

The Clerk announced that nineteen (19) voted for, three (3) voted against, one (1) abstained, and one (1) was absent.

The Chairman announced that the amendment carried.

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS THAT THERE BE NO TAX FREEZE IMPLEMENTED FOR 2008 AND THAT THE TAX FREEZE SUB-COMMITTEE LOOK AT THIS ISSUE AGAIN IN APRIL 2009

Commissioner Bob Duncan moved and Commissioner Kevin Maynard seconded that there be no tax freeze implemented for 2008 and that the Tax Freeze Sub-Committee look at this issue again in April 2009.

The Chairman asked for questions on the motion.

The Commission discussed the motion.

The Chairman asked the Commissioners to vote on the motion to approve that there be no tax freeze implemented for 2008 and that the Tax Freeze Sub-Committee look at this issue again in April 2009 and the Commissioners voted as follows:

FOR

David Randolph
Larry Epps
Bob Duncan
Jerry Ford
Scott McCanless
Mike Medley
Joe Trobaugh
Eris Bryant
Sue Neal
Greg Rector
Kevin Maynard
Gene Mullins
Jere Mason
Bill Walker

AGAINST

Andy Honeycutt
Marson McCormick
Johnnie Wheeler
Anna Ruth Burroughs
Reggie Shanks
Joel Cowan
Dale Moss
Mike Atwood
Ron Chaffin

ABSENT – Jim Martin

The Clerk announced that fourteen (14) voted for, nine (9) voted against, and one (1) was absent.

The Chairman announced that the motion carried.

NOMINATING COMMITTEE

MOTION RE: THE NOMINATING COMMITTEE RECOMMENDS THE APPOINTMENT OF MIKE ATWOOD TO THE UPPER CUMBERLAND REGIONAL AIRPORT AUTHORITY AS THE REPRESENTATIVE FOR PUTNAM COUNTY FOR A THREE YEAR TERM TO EXPIRE MARCH 31, 2011

Commissioner Greg Rector moved and Commissioner Joe Trobaugh seconded to approve the appointment of Mike Atwood to the Upper Cumberland Regional Airport Authority as the representative for Putnam County for a three year term to expire March 31, 2011.

The Chairman asked for questions on the motion. There were none.

The Chairman asked for a voice vote on the motion to approve the appointment of Mike Atwood to the Upper Cumberland Regional Airport Authority as the representative for Putnam County for a three year term to expire March 31, 2011. The motion carried.

MOTION RE: THE NOMINATING COMMITTEE RECOMMENDS APPROVAL OF THE RATIFICATION OF KIM BLAYLOCK'S APPOINTMENTS TO THE REGIONAL PLANNING COMMISSION AS FOLLOWS:

**KAY DETWILER TO FILL THE UNEXPIRED TERM OF BILL BENNETT – TERM TO EXPIRE SEPTEMBER 2011
PHIL WILBOURN TO FILL THE UNEXPIRED TERM OF RONNIE LAFEVER – TERM TO EXPIRE SEPTEMBER 2009**

Commissioner Greg Rector moved and Commissioner Jere Mason seconded to approve the ratification of Kim Blaylock's appointments to the Regional Planning Commission as follows: Kay Detwiler to fill the unexpired term of Bill Bennett – term to expire September 2011, and Phil Wilbourn to fill the unexpired term of Ronnie Lafever – term to expire September 2009.

The Chairman asked for questions on the motion. There were none.

The Chairman asked for a voice vote on the motion to approve the ratification of Kim Blaylock's appointments to the Regional Planning Commission as follows: Kat Detwiler to fill the unexpired term of Bill Bennett – term to expire September 2011, and Phil Wilbourn to fill the unexpired term of Ronnie Lafever – term to expire September 2009. The motion carried.

REPORT OF SPECIAL COMMITTEES

The Employee of the Month Award was presented to Steve D. Mayberry.

The Citizen of the Month was presented to Hilda Watts.

RESOLUTIONS

MOTION RE: ELECTION OF NOTARIES

Commissioner Jere Mason moved and Commissioner Joe Trobaugh seconded to approve the Election of Notaries.

(SEE ATTACHED)

ELECTION OF NOTARIES

MICHELLE L. BOWICK

JOHN DAVID CORLEY

LEON H. FOSTER

J. KEN HALL

JAMIE LYNN LAFEVER

PENNY L. LOFTIS

PATRICIA G. MAXWELL

KATHY J. NULL

JOHN W. PAUL

SANDY SPRONG

MAXINE STEWART

JAMIE L. SWARTZ

TANYA M. THEOPHILE

GAIL A. TURNER

HOLLY S. WALLACE

VICKIE M. WALLING

JEAN WILSON

The Chairman asked for questions on the motion. There were none.

The Chairman asked the Commissioners to vote on the motion to approve the Election of Notaries and the Commissioners voted as follows:

FOR

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

AGAINST – David Randolph

ABSENT – Jim Martin

The Clerk announced that twenty-two (22) voted for, one (1) voted against, and one (1) was absent.

The Chairman announced that the motion carried.

OTHER NEW BUSINESS

ANNOUNCEMENTS AND STATEMENTS

MOTION RE: ADJOURN

Commissioner Jere Mason moved and Commissioner Joe Trobaugh seconded to adjourn.

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

PLANNING COMMITTEE MINUTES

March 10, 2008

Prepared by Deborah Francis

ROLL CALL

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

*Item #1 Consideration to purchase the O.J. Wright Property for \$1.8 Million.
This was recommended by the Land & Facilities Committee*

Motion: Recommends approval to purchase the O. J. Wright property.

Made By: Atwood
Seconded: Martin

ROLL CALL VOTE

<u>YES</u>	<u>NO</u>
Martin	Shanks
McCanless	McCormick
Mullins	Burroughs
Atwood	Bryant
	Moss
	Mason
	Medley

*This goes to Full Commission
WITHOUT recommendation*

Item #2 Speed limit for Penthouse Road

Motion: Recommends approval that the speed limit for Penthouse Road be set at 30 MPH.

Made By: Mason
Seconded: Medley

VOICE VOTE APPROVED

Item #3 Transferring jurisdiction of Juvenile Court and Probate Court

Motion: Recommends approval of a Resolution Transferring Jurisdiction of Juvenile Court and Probate Court from the County Clerk to the Circuit Court Clerk.

Made By: Mason
Seconded: Moss

VOICE VOTE APPROVED

Item #4 *Fairground leasing contract, policy & fees*

Motion: Recommends approval of the Fairground leasing contract, policy and Fees as presented.

Made By: Mason
Seconded: Martin

VOICE VOTE APPROVED

Item #5 *Discussion about Glade Creek*

Motion: Recommends approval to keep Glade Creek in Putnam County and to send giving them to Cumberland County without recommendation.

Made By: Mason
Seconded: Medley

VOICE VOTE APPROVED

Item #6 *Discussion about naming Monterey EMS Building for Bill Parrott*

Motion: Recommends approval for a plaque to be made naming Monterey EMS Building for Bill Parrott.

Made By: Mason
Seconded: McCormick

VOICE VOTE APPROVED

Item #7 *Any other business*

Commissioner Reggie Shanks asked the Committee to consider sending a Resolution to the State asking that they leave the FSA Office in Putnam County.

Motion: Recommends that a resolution be send to the State of Tennessee asking them to consider leaving the FSA office in Putnam County.

Made By: Shanks
Seconded: Atwood

VOICE VOTE APPROVED

ADJOURNED

PLANNING COMMITTEE

TO: Putnam County Board of Commissioners

FROM: Kim Blaylock, County Executive

DATE: March 3, 2008

RE: Planning Agenda

Listed below are items to be considered by the County's Planning Committee on Monday, March 10, 2008, at 6:00 PM in the County Commission Chambers at the Courthouse.

1. Consider recommendation by the Land & Facilities Subcommittee to purchase the O. J. Wright property for \$1.8 Million, with \$150,000 to be paid from the capital projects fund and \$150,000 to be paid from the County General Fund at closing, and the balance to be paid over 10 years in annual payments of \$150,000 plus accrued interest at an interest rate of 4%. This recommendation is subject to certain contractual changes recommended by the County Attorney and his approval of said changes.
2. Consider speed limit for Penthouse Road.
3. Discuss transferring Juvenile Court and Probate Court jurisdiction from the County Court Clerk to the Circuit Court Clerk.
4. Discuss Fairgrounds Leasing Contract, Policy and Fees. *Ron Chaffin*
5. Discuss giving the Glade Creek area to Cumberland County. *Kim Blaylock*
6. Discuss naming the Monterey EMS Facility after Bill Parrott. *Kim Blaylock*
7. Any other business that needs to be reviewed by the Planning Committee.

FISCAL REVIEW AGENDA

TO: Putnam County Board of Commissioners

FROM: Kim Blaylock, County Executive

DATE: March 3, 2008

RE: Fiscal Review Committee Agenda

Listed below are items to be considered by the County's Fiscal Review Committee on Monday, March 10, 2008, at 5:00 PM in the County Commission Chambers at the Courthouse.

1. Consider budget amendments to the General Purpose School Fund
2. Consider budget amendments to the Highway Department Fund.
3. Consider a Resolution to Establish Archives & Records Management Fee for Document Files in Various Putnam County Offices.
4. Consider budget amendments to the County General Fund.
5. Hear a report from the Tax Free Subcommittee. *Commissioner Neal*
6. Hear a report from the Vehicle Usage Committee. *Commissioner Wheeler*
7. Any other business that needs to be reviewed by the Fiscal Review Committee.

NOMINATING AGENDA

TO: Putnam County Board of Commissioners

FROM: Kim Blaylock, County Executive

DATE: March 3, 2008

RE: Nominating Committee Agenda

Listed below are the items to be considered by the County Nominating Committee on Monday, March 10, 2008 at 5:30 PM in the Commission Chambers.

1. Consider appointment to the Upper Cumberland Regional Airport Authority as Putnam County representative for a 3 year term to expire March 31, 2011.
2. Ratification of Kim Blaylock's appointments to the Regional Planning Commission as follows:

Kay Detwiler to fill the unexpired term of Bill Bennett with term to expire September 2011.

Phil Wilbourn to fill the unexpired term of Ronnie Lafever with term to expire September 2009.

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