

**MINUTES**  
**OF**  
**PUTNAM COUNTY COMMISSION**  
**(SPECIAL CALLED MEETING)**  
**MAY 31, 2011**

Prepared By:

Wayne Nabors  
Putnam County Clerk  
121 S Dixie Avenue  
Cookeville, TN 38501  
(931) 526-7106

**STATE OF TENNESSEE**

**COUNTY OF PUTNAM**

**BE IT REMEMBERED:** that on May 31, 2011 there was a special called meeting of the Putnam County Board of Commissioners.

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

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

**PRESENT:**

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

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

**ABSENT:**

Scott Ebersole  
Jerry Ford  
Andy Honeycutt

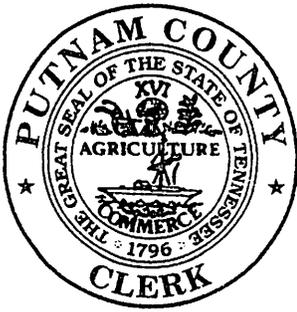
Eris Bryant

The Clerk announced that twenty (20) were present and four (4) absent. Therefore, the Chairman declared a quorum.

**AGENDA**

(SEE ATTACHED)

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**WAYNE NABORS**  
**COUNTY CLERK - PUTNAM COUNTY**

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**MEMO**

**Date:** May 24, 2011  
**To:** All County Commissioners of Putnam County  
**From:** County Clerk Wayne Nabors  
**Subject:** Special Called Meeting of the County Commission

**Pursuant to Rule 1C of the Rules of the Putnam County Board of Commissioners, this shall serve as notice of a special called session of the Putnam County Board of Commissioners on Tuesday, May 31, 2011 at 5:30 p.m. in the county commission meeting room of the Putnam County Courthouse to consider the following:**

- 1. Discuss step increases for Veteran's Service Officer**
- 2. Approve budget amendment for Parks & Recreation**

**Wayne Nabors**  
**County Clerk**

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**SPECIAL CALLED MEETING OF THE**  
**PUTNAM COUNTY BOARD OF COMMISSIONERS**

**This shall serve as official notice of a special called meeting of the Putnam County Board of Commissioners for Tuesday, May 31, 2011 at 5:30 p.m. in the county commission meeting room, 3<sup>rd</sup> floor of the Putnam County Courthouse to consider the following:**

- 1. Discuss step increases for Veteran's Service Officer**
- 2. Approve budget amendment for Parks & Recreation**

**Wayne Nabors  
County Clerk of  
Putnam County**

**( Please run on Wednesday, May 25<sup>th</sup>, 2011 edition )**

Wayne:

Pursuant to our conversation, below is a notice that we need for you to forward to the members no later than five (5) days prior to May 31, 2011, the date of the Special Called Meeting that is set in the notice. It will also be necessary to send the notice to the Herald Citizen for publication in the Legal Section:

**SPECIAL MEETING NOTICE**

Pursuant to Rule 1C of the Rules of the Putnam County Board of Commissioners, I, Kim Blaylock, Putnam County Executive, hereby call for a Special Meeting of the Putnam County Commission on the 31st day of May, 2011. The meeting will take place in the County Commission Meeting Room at 5:30 p.m. CST. The purpose of the meeting is for the following:

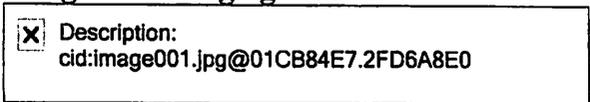
- 1. Discuss step increases for Veteran's Service officer.
- 2. Approve budget amendment for Parks and Recreation.

This the \_\_\_\_ day of \_\_\_\_\_, 2011.

Kim Blaylock  
Putnam County Executive

Should you have any questions, please feel free to give me a call.  
Thanks,

**Jeffrey G. Jones**  
Regional Managing Member



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**ITEM 1: DISCUSS STEP INCREASES FOR VETERAN'S SERVICE OFFICER**

**MOTION RE: MOVE FROM STEP 4 TO STEP 12 ON THE PAY SCALE FOR THE VETERAN'S SERVICE OFFICER TO BE EFFECTIVE JUNE 1, 2011**

Commissioner Jim Martin moved and Commissioner Kim Bradford seconded the motion to move from Step 4 to Step 12 on the pay scale for the Veteran's Service Officer to be effective June 1, 2011.

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

The Chairman asked the Commissioners to vote on the motion to move from Step 4 to Step 12 on the pay scale for the Veteran's Service Officer to be effective June 1, 2011. The Commissioners voted as follows:

**PRESENT:**

David Gentry  
Ron Williamson  
Anna Ruth Burroughs  
Terry Randolph  
Chris Savage  
Joe Trobaugh

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

**AGAINST:**

Tom Short  
Michael Medley

**ABSTAIN:**

Reggie Shanks

**ABSENT:**

Scott Ebersole  
Jerry Ford  
Andy Honeycutt

Eris Bryant

The Clerk announced seventeen (17) voted for, two (2) voted against, one (1) abstained, and four (4) absent. The Clerk announced the motion carried.

**ITEM 2: APPROVE BUDGET AMENDMENT FOR PARKS & RECREATION**

**MOTION RE: APPROVE DESIGNATED REVENUE SOURCES OF:**

**\$400,000 FROM BUSINESS TAX**

**\$327,940 FROM STATE REVENUE SHARING**

**\$60,950 FROM HOTEL MOTEL TAX**

**AS A DESIGNATED REVENUE SOURCE FOR PARKS & RECREATION BUDGET  
TRANSFER FOR FISCAL YEAR 2010-2011 (TOTAL \$788,890)**

Commissioner Sue Neal moved and Commissioner Kevin Maynard seconded the motion to approve designated Revenue Sources of \$400,000 from Business Tax, \$327,940 from State Revenue Sharing, and 60,950 from Hotel Motel Tax as a designated Revenue Source for Parks & Recreation Budget Transfer.

(SEE ATTACHED)

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5/6/11

GENERAL BUDGET		2009 - 2010	2010 - 2011
REVENUES		Actual/Final	Estimated
<b>BEGINNING FUND BALANCE</b>		<b>AMENDED</b>	
43000	Charges for Current Services		
43340	Recreation Fees	100,782.50	75,000.00
43380	Vending Machine Collections	317.61	500.00
	<b>Total Charges for Current Services</b>	<b>101,100.11</b>	<b>75,500.00</b>
****40220	Hotel/Motel Revenue	129,351.00	20,000.00
44000	Other Local Rev(Algood,Baxter,Mont)	20,620.00	20,600.00
44120	Center Rentals	42,633.75	45,000.00
44110	Investment Income	149.75	350.00
44170	Miscellaneous Refunds		
44570	Contributions and Gifts	712,940.02	727,940.00
44990	Other Local Revenues	15,732.31	15,000.00
	Reserve from past year		10,000.00
	<b>Total Revenues</b>	<b>1,022,526.94</b>	<b>914,390.00</b>
<b>EXPENDITURES</b>			
56700	Parks and Fair Boards		
105	Supervisor/Director	410,245.68	50,200.00
141	Electrician/Inspector	included	40,750.00
119	Office mgr/Adm Asst	included	28,950.00
167	Maintenance Personnel	included	265,750.00
168	Temporary Personnel	109,307.73	64,000.00
169	Part-Time Personnel	included in top	9,500.00
186	Longevity Pay	included in top	13,900.00
189	Other Salaries and Wages	included in top	31,900.00
201	Social Security	36,961.18	38,000.00
204	Retirement	44,205.85	43,500.00
206	Life Insurance		2,000.00
207	Medical Insurance	34,170.42	39,540.00
	Supplement ins		2,000.00
208	Dental Insurance	841.00	2,000.00
210	Unemployment Compensation	2,306.27	3,500.00
305	Audit Services	3,502.52	4,000.00
307	Communication	13,601.64	12,000.00
335	Maintenance and Repair-Buildings	38,675.28	24,400.00
338	Maintenance and Repair-Vehicles	3,535.86	3,000.00
	Memberships & dues	751.00	
425	Gasoline	16,893.70	13,000.00
435	Office Supplies	2,168.33	1,500.00
446	Small Tools	3,451.22	3,000.00
452	Utilities	140,235.12	140,000.00
499	Other Supplies and Materials	66,702.59	22,500.00
513	Worker's Compensation	13,984.00	15,000.00
599	Other Charges	27,649.89	15,500.00
707	Building Improvements		
718	Motor Vehicles		
790	Other Equipment	18,283.92	5,000.00
****799	Other Capital Outlay	69,000.00	20,000.00
	Reserve for coming year		
	<b>Total Parks and Fair Boards</b>	<b>1,056,473.20</b>	<b>914,390.00</b>
	<b>TOTAL EXPENDITURES</b>	<b>1,056,473.20</b>	<b>914,390.00</b>
****Hotel/Motel to be used for paving at Jere Whitson ball fields and park entrance			

Designated Revenue Contributed  
 From County General  
 First \$400,000 Business Tax (402)  
 First \$327,940 St. Revenue Sharing  
 727,940 (46851)

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5/6/10

<b>REVENUES SOCCER COMPLEX</b>		<b>2009 2010 FINAL</b>	<b>2010 - 2011 ESTIMATED</b>
<b>BEGINNING FUND BALANCE</b>			
43000	<b>Charges for Current Services</b>		
43340	Recreation fees	30,000.00	30,000.00
44000	<b>Other Local Revenue</b>		
44131	Commissary Sales	-	
44990	<b>Other Local Revenues</b>		
40000	<b>Local Tax</b>		
40220	Hotel/Motel	60,351.00	60,950.00
	Reserve from past year		
	<b>Total Revenues</b>	<b>90,351.00</b>	<b>90,950.00</b>
<b>EXPENDITURES</b>			
56900	Other Social, Cultural, & Rec.		
<b>SOCCER COMPLEX</b>			
141	Foreman	\$ 31,950.00	\$ 32,550.00
169	Part-Time Personnel		
201	Social Security	\$ 2,950.00	\$ 2,600.00
204	Retirement	\$ 3,075.00	\$ 3,425.00
206	Life Insurance	\$ 50.00	\$ 50.00
207	Supplemental Ins Longevity		
208	Dental Insurance	\$ 500.00	\$ 500.00
210	Unemployment Compensation	\$ 200.00	\$ 200.00
307	Communication	\$ 1,250.00	\$ 1,300.00
335	Maintenance and Repair-Buildings	\$ 1,000.00	\$ 1,000.00
338	Maintenance and Repair-Vehicles	\$ 1,000.00	\$ 1,000.00
425	Gasoline	\$ 4,000.00	\$ 4,000.00
435	Office Supplies		
446	Small Tools	\$ 1,500.00	\$ 1,500.00
452	Utilities	\$ 23,651.00	\$ 23,600.00
499	Other Supplies and Materials	\$ 18,225.00	\$ 18,225.00
513	Worker's Compensation	\$ 1,000.00	\$ 1,000.00
599	Other Charges		
790	Other Equipment		
<b>RESERVE FOR COMING YEAR</b>			
	<b>Total Soccer Complex</b>	<b>\$ 90,351.00</b>	<b>\$ 90,950.00</b>
	<b>TOTAL EXPENDITURES</b>	<b>\$ 90,351.00</b>	<b>\$ 90,950.00</b>
		\$ -	
	<b>REVENUES OVER/UNDER EXPENDITURES</b>	<b>\$ 10,755.02</b>	
		\$ -	

Designated Revenue  
 Contributed from County General  
 60,950 Hotel/Motel Tax (40220)

The Chairman asked for discussion on the motion to approve designated Revenue Sources of \$400,000 from Business Tax, \$327,940 from State Revenue Sharing, and \$60,950 from Hotel Motel Tax as a designated Revenue Source for Parks & Recreation Budget Transfer. The Commissioners discussed the motion.

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

FOR

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

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

ABSENT:

Scott Ebersole  
Jerry Ford  
Andy Honeycutt

Eris Bryant

The Clerk announced twenty (20) voted for, zero (0) voted against, and four (4) absent. The Clerk announced the motion carried.

**ITEM 3: APPROVE BUDGET AS PRESENTED**

**MOTION RE: APPROVE ESTIMATED 2010-2011 BUDGET AS PRESENTED FOR \$914,390 FOR PARKS & RECREATION AND \$90,950 FOR SOCCER COMPLEX**

Commissioner Mike Atwood moved and Commissioner Ron Williamson seconded the motion to approve the estimated 2010-2011 Budget as presented for \$914,390 for Parks & Recreation and \$90,950 for Soccer Complex.

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

The Chairman asked the Commissioners to vote on the motion to approve the estimated 2010-2011 Budget as presented for \$914,390 for Parks & Recreation and \$90,950 for Soccer Complex. The Commissioners voted as follows:

**FOR**

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

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

**ABSENT:**

Scott Ebersole  
Jerry Ford  
Andy Honeycutt

Eris Bryant

The Clerk announced twenty (20) voted for, zero (0) voted against, and four (4) absent.  
The Clerk announced the motion carried.

The Chairman adjourned the meeting.