

MINUTES
OF
PUTNAM COUNTY COMMISSION
JUNE 17, 2013

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 June 17, 2013 there was a regular meeting of the Putnam County Board of Commissioners.

There were present and presiding the Chairman, Mike Atwood and County Clerk, Wayne Nabors.

The Sheriff, David Andrews called the meeting to order.

The Chairman, Mike Atwood, recognized Ron Stanford of Trinity Assembly for the Invocation.

The Chairman, Mike Atwood, recognized Commissioner Kevin Maynard to lead the Pledge to the Flag of the United States of America.

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

PRESENT:

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

ABSENT:

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

MOTION RE: APPROVAL OF THE AGENDA

Amend the Agenda to add the discussion of the Fairground Property.
Commissioner Kevin Maynard moved and Commissioner Ron Williamson seconded the motion to approve the Amended Agenda.

(SEE ATTACHED)

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AGENDA PUTNAM COUNTY BOARD OF COMMISSIONERS

Monthly Awards will be presented at 5:45 PM

**Regular Monthly Session
Monday, June 17, 2013 6:00PM**

**Presiding: Honorable Mike Atwood
Commission Chairman**

- 1. Call to Order - Sheriff David Andrews**
- 2. Invocation** *District 10*
- 3. Pledge to the Flag of the United States of America** *District 10*
- 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**
 - A. Quarterly Report for Parks & Recreation - Kim Blaylock, County Executive
- 8. New Business and Action Thereon by the Board**
 - A. Report of Standing Committees**

1. Planning Committee

- a. Recommends approval to set the speed limit for Falling Water Road at 30 MPH.
- b. Recommends approval to sell the following vehicles from the Emergency Medical Services at the next available surplus sale:

2005 Ford F-450 VIN 1FDXF46P95ED28239
2007 Ford F-450 VIN 1FDXF46P57EA91641
2007 Ford F-450 VIN 1FDXF46P37EA91637

- c. Recommends that the Fairgrounds Manager Committee study the possibility of hiring a Fairgrounds Manager/Groundskeeper to work with the County Commission.

Dr. Pat Bagley-TTU

Kim Bradford-County Commissioner/Board Member

Laura Canada-Chamber of Commerce

Scott Chadwell-Extension Office

Bill Dyer-Fair Board President

Steve Pierce-County Commissioner/Sports Authority

Terry Randolph-County Commissioner

Cathy Reed-County Commissioner/Board Member

Chuck Sparks-B B & T Insurance

Matt Swallows-Cookeville Mayor

2. Fiscal Review Committee

- a. Recommends approval of budget amendments to the County General Fund as presented.
- b. Recommends approval of budget amendments to the General Purpose School Fund as presented.
- c. Recommends approval of budget amendments to the Food Service Fund as presented.
- d. Recommends approval of the budget amendments to the Road Department Fund as presented.
- e. Recommends approval of write off amount for the Emergency Medical Services in an amount of \$484,411.21.
- f. Recommends approval of a Resolution to Adopt a Continuing Budget and Tax Rate for the Fiscal Year beginning July 1, 2013, and to Authorize the Issuance of Tax Anticipation Notes for Putnam County, Tennessee.
- g. Recommends approval of a Resolution Adopting Policies and Procedures for the Administration of Federally Tax-exempt Debt Obligations.
- h. Recommends approval to recess the June 17, 2013 meeting and come back in session on Thursday, June 27, 2013 at 6:00 PM. in order to approve GASB 34 and cleanup amendments.

- i. Recommends approval for the Circuit and General Sessions Court to enter an agreement to purchase software from Local Government Data Processing Corp. (TnCis Program).
- j. Recommends approval to set up a Committee to study Tax Freeze for Senior Citizens. The Committee also recommends that 5 people be appointed to this committee and recommends that Bob Duncan, Sue Neal and Freddie Nelson be members and for the Commission Chairman to appoint the other members.

3. Nominating Committee

- a. Recommends the following be appointed to the Putnam County Board of Health:
 - Kim Blaylock - coincide with elected term
 - Jerry Boyd - coincide with appointment
 - Jeff Crosier, MD - Term to expire June 30, 2017
 - Stacy Brewington, MD - Term to expire June 30, 2017
 - James Smith, DDS - Term to expire June 30, 2017
 - Nancy Judd, RN - Term to expire June 30, 2017
 - Ex Officio Members*
 - Lisa Bumbalough, County Director*
 - Dr. Fred Vossel, County Health Officer*
- b. Recommends the following be appointed to the Audit Committee:
 - William Clark CPA
 - Sam Sandlin CPA
 - Dan Brooks Business Owner
 - Greg Rector
 - Chris Savage
 - Jim Martin
 - Sue Neal
 - Bob Duncan

Terms to expire June 2015

B. Report of Special Committees

C. Resolutions

- 1. Board of Health Resolution

D. Election of Notaries

E. Other New Business

- 1. Debt Obligation Report CT0253 for \$833,336.00 Highland Business Park
Debt Obligation Report CT0253 for \$52,235,000.00 School Building Program.
Comptroller's Office now requires that this report be in the minutes of the County Commission meeting. No approval required.

9. Announcements and Statements

10. Recess until June 27, 2013 at 6:00 PM

The Chairman asked for discussion on the motion to approve the Amended Agenda. There was none.

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

MOTION RE: APPROVE MINUTES OF THE PREVIOUS MEETING

Commissioner Kevin Maynard moved and Commissioner Daryl Blair seconded the motion to approve the Minutes of the May 20, 2013 meeting of the Putnam County Board of Commissioners.

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

The Chairman asked for a voice vote on the motion to approve the Minutes of the May 20, 2013 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:

Personnel Committee Chairman gave a report on the status of the Committee.
Commissioner Steve Pierce gave a report on the Sports Council.

OTHER UNFINISHED BUSINESS: None

**QUARTERLY REPORT FOR PARKS AND RECREATION – KIM BLAYLOCK,
COUNTY EXECUTIVE**

The Commissioners discussed the Quarterly Report for Parks and Recreation.

(SEE ATTACHED)

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NEW BUSINESS AND ACTION THEREON BY THE BOARD

REPORT OF STANDING COMMITTEES

PLANNING COMMITTEE

MOTION RE: THE PLANNING COMMITTEE RECOMMENDS APPROVAL TO SET THE SPEED LIMIT FOR FALLING WATER ROAD AT 30 MPH

Commissioner Eris Bryant moved and Commissioner Daryl Blair seconded the motion to set the speed limit for Falling Water Road at 30 MPH.

(SEE ATTACHED)

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**TO: CHAIRMAN OF THE SPEED LIMIT STUDY COMMITTEE
 PUTNAM COUNTY PLANNING COMMITTEE
 C/O COUNTY EXECUTIVE**

RE: REQUEST FOR SPEED LIMIT REVIEW

DATE: MAY 13 2013

We, the undersigned property owners, residing on said road (MUST BE 18 years old or older and ONLY one signature per residence) of the FALLING WATER (Road, lane () do hereby request the Speed Limit Committee review traffic conditions on our road between BUCK MTN RD AND DISHMAN RD (Road, lane () and feel there is sufficient traffic congestion to warrant a speed limit reduction below 55 MPH

NOTE: For consideration, this Petition must be signed by 75% of the addresses on said road.

Several School Bus Stops

Reason for changing speed limit: TRAFFIC TOO FAST FOR RESIDENTIAL

SIGNATURE	ADDRESS	TELEPHONE
Roy B Dishman	450 FALLING WATER RD	
Natalie Malugin	423 Falling water rd	
Jose Lagunas	487 Falling Water Rd	
Jennie Phillips	419 Falling Water Road	
Sonya Williams	401 Falling Water Rd Cookeville	
Sue Dubree	536 Greensprings Rd	
Johnny D Bell	499 Falling Water Rd Cookeville TN	
Gustine Jackson	6310 Starlight Rd. Cookeville, TN	
Steve Nally	595 Falling Water Rd Cookeville TN	
Connie S. Billie	1010 Falling Water Rd Cookeville TN	
Chackelos	600 Apt A Falling Water Rd Cookeville TN	
Roy Dishman	442 Falling Water Rd Cookeville TN	
VACANT	470 Falling Water Rd	
VACANT	501 FALLING WATER RD	
Judith South	297 Falling Water Rd Cookeville	
Bruce South	291 Falling Water Rd Cookeville	
Wynne Tennison	204 Falling Water Rd Cookeville	
VACANT	222 FALLING WATER RD	
Shirley Pryor	140 FALLING WATER RD	

The Chairman asked for discussion on the motion to approve the Speed Limit for Falling Water Road be set at 30 MPH.

MOTION RE: SUBSTITUTE MOTION RECOMMEND TO SEND BACK TO ROAD COMMITTEE FOR CORRECTION AND BE BROUGHT BACK AT THE TIME IT HAS BEEN EXECUTED PROPERLY

Commissioner Mike Medley moved and Commissioner Tom Short seconded the substitute motion to send back to Road Committee for correction and be brought back at the time it has been executed properly.

The Chairman asked for discussion on the motion to send back to Road Committee for correction and be brought back at the time it has been executed properly. There was none.

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

FOR:

Scott Ebersole
Tom Short
David Gentry
Ron Williamson
John Ludwig
Anna Ruth Burroughs
Chris Savage
Mike Medley

Sue Neal
Jonathan Williams
Daryl Blair
Kevin Maynard
Kim Bradford
Jim Martin
Marsha Bowman
Steve Pierce
Mike Atwood

AGAINST:

Jerry Ford
Joe Trobaugh

Eris Bryant
Cathy Reel

ABSTAIN:

Reggie Shanks

ABSENT:

Terry Randolph

Bob Duncan

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

MOTION RE: THE PLANNING COMMITTEE RECOMMENDS APPROVAL TO SELL THE FOLLOWING VEHICLES FROM THE EMERGENCY MEDICAL SERVICES AT THE NEXT AVAILABLE SURPLUS SALE:

2005 FORD F-450 VIN # 1FDXF46P95ED28239

2007 FORD F-450 VIN # 1FDXF46P57EA91641

2007 FORD F-450 VIN # 1FDXF46P37EA91637

Commissioner Eris Bryant moved and Commissioner Daryl Blair seconded the motion to approve to sell the following vehicles from the Emergency Medical Services at the next available surplus sale:

2005 Ford F-450 VIN # 1FDXF46P95ED28239

2007 Ford F-450 VIN # 1FDXF46P57EA91641

2007 Ford F-450 VIN # 1FDXF46P37EA91637

(SEE ATTACHED)

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PUTNAM COUNTY EMERGENCY MEDICAL SERVICES

700 County Services Dr; Cookeville, TN 38501

Phone (931) 528-1555 Fax (931)372-0295

May 31, 2013

Putnam County Commission

RE: Surplus Vehicles

We request you declare the following old ambulance chassis surplus to be placed in the upcoming sale being held by the Highway Department:

2005 Ford F-450 VIN 1FDXF46P95ED28239

2007 Ford F-450 VIN 1FDXF46P57EA91641

2007 Ford F-450 VIN 1FDXF46P37EA91637

Randy Porter, Director

The Chairman asked for discussion on the motion to approve to sell the following vehicles from the Emergency Medical Services at the next available surplus sale:

2005 Ford F-450 VIN # 1FDXF46P95ED28239

2007 Ford F-450 VIN # 1FDXF46P57EA91641

2007 Ford F-450 VIN # 1FDXF46P37EA91637

The Commissioners discussed the motion and the VIN numbers are correct.

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

MOTION RE: THE PLANNING COMMITTEE RECOMMENDS THAT THE FAIRGROUNDS MANAGER COMMITTEE STUDY THE POSSIBILITY OF HIRING A FAIRGROUNDS MANAGER / GROUNDSKEEPER TO WORK WITH THE COUNTY COMMISSION.

DR. PAT BAGLEY – TTU

KIM BRADFORD – COUNTY COMMISSIONER / BOARD MEMBER

LAURA CANADA – CHAMBER OF COMMERCE

SCOTT CHADWELL – EXTENSION OFFICE

BILL DYER – FAIR BOARD PRESIDENT

STEVE PIERCE – COUNTY COMMISSIONER / SPORTS AUTHORITY

TERRY RANDOLPH – COUNTY COMMISSIONER

CATHY REEL – COUNTY COMMISSIONER / BOARD MEMBER

CHUCK SPARKS – B B & T INSURANCE

MATT SWALLOWS – COOKEVILLE MAYOR

Commissioner Eris Bryant moved and Commissioner Kim Bradford seconded the motion to approve Fairgrounds Manager Committee study the possibility of hiring a Fairgrounds Manager / Groundskeeper to work with the County Commission: Dr. Pat Bagley , TTU; Kim Bradford, County Commission / Board Member; Laura Canada, Chamber of Commerce; Scott Chadwell, Extension Office; Bill Dyer, Fair Board President; Steve Pierce, County Commissioner / Sports Authority; Terry Randolph, County Commissioner; Cathy Reel, County Commissioner / Board Member; Chuck Sparks, B B & T Insurance; and Matt Swallows, Cookeville Mayor.

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

MOTION RE: AMEND THE MOTION TO CHANGE THE WORDING THAT THE FAIRGROUNDS MANAGER COMMITTEE STUDY THE POSSIBILITY OF HIRING A FAIRGROUNDS MANAGER / GROUNDSKEEPER TO REPORT TO THE COUNTY COMMISSION.

Commissioner Jonathan Williams moved and Commissioner Chris Savage seconded the amended motion to change the wording to report to the County Commission.

The Chairman asked for discussion on the amended motion.

The Commissioners discussed the amended motion to change the wording that the Fairgrounds Manager Committee study the possibility of hiring a Fairgrounds Manager / Groundskeeper to report to the County Commission.

Jonathan Williams withdrew the amended motion.

MOTION RE: SUBSTITUTE MOTION TO APPROVE THE COMMITTEE TO STUDY THE FEASIBILITY OF HIRING A FAIRGROUNDS MANAGER AND REPORT FINDINGS TO COUNTY COMMISSION

Commissioner Scott Ebersole moved and Commissioner Mike Medley seconded the substitute motion to approve the Committee to study the feasibility of hiring a Fairground Manager and report the findings to the County Commission.

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

The Chairman asked for a voice vote on the substitute motion to approve the Committee to study the feasibility of hiring a Fairgrounds Manager and report the findings to the County Commission. The motion carried

FISCAL REVIEW COMMITTEE

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

Commissioner Scott Ebersole moved and Commissioner Kim Bradford seconded the motion to approve the Budget Amendments to the County General Fund as presented.

(SEE ATTACHED)

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Putnam County Budget Amendment/Transfer Authorization Form

Department: COUNTY GENERAL FUND

Date: JUNE 2013

6-6-13
update

Fund #	Account #	Account Description	Current Amount	Decrease	Increase	Requested	Amount Expended
Election Commission							
101	51500-189	Other Salaries	83,000			82,400	73,084
101	51500-169	Part Time	18,600	600	600	19,800	17,633
Codes & Compliance							
101	51750-189	Other Salaries	30,550		500	31,050	28,462
101	51750-196	In Service Training	6,000	500		5,500	555
Sheriff's Dept. & Jail							
101	54110-317	Data Processing Services	5,500		300	5,800	5,736
101	54110-716	Law Enforcement Equipment	7,000	2,300		4,700	2,075
101	54110-718	Motor Vehicles	21,425		2,000	23,425	21,532
							1,235,801
101	54210-160	Guards	1,356,250	600		1,355,650	
101	54210-165	Cafeteria Personnel	73,000		600	73,600	65,312
101	54210-187	Overtime	135,300		10,000	145,300	139,822
101	54210-340	Medical & Dental	510,000		50,000	560,000	535,300
101	54210-410	Custodial Supplies	35,000		5,000	40,000	36,650
101	54210-422	Food Supplies	250,000		50,000	300,000	271,751
101	54210-435	Office Supplies	21,000		100	21,100	21,067
101	54210-309	Contracts with Gov't Agencies	200,000	115,100		84,900	58,520
Juvenile Detention							
101	54240-187	Overtime	10,000		5,000	15,000	11,667
101	54240-160	Guards	404,750	10,400		394,350	318,681
101	54240-199	Other Per Diem (Holiday Pay)	11,000		5,000	16,000	13,206
101	54240-451	Uniforms	2,700		200	2,900	2,817
101	54240-599	Other Charges	7,000		200	7,200	6,197
Commissary							
101	54260-422	Food Supplies	85,000		6,000	91,000	86,154
101	#44131	Commissary Sales	260,000		6,000	266,000	235,910
Coroner							
101	54610-399	Other Cont. Services (Autopsy Fee)	53,000		25,315	78,315	55,020
101	#43120	Patient Charges	3,053,900		25,315	3,079,215	2,908,086
Tourism							
101	58110-316	Tourism-Contributions	148,000		20,000	168,000	142,049
101	#40220	Hotel/Motel Tax	200,000		20,000	220,000	176,190
Miscellaneous							
101	58900-425	Gasoline	500,000		147,000	647,000	595,692
101	#40130	Clerk & Master Collections	110,000		50,000	160,000	244,174
101	#40140	Interest & Penalty	35,000		20,000	55,000	62,738
101	#41140	Cable TV Franchise	138,500		20,000	158,500	169,393
101	#41530	Electrical Permits	33,000		20,000	53,000	57,068
101	#46915	Contracted Prisoner Boarding	600,000		37,000	637,000	720,390

Explanations:

Election Commission - See letter from Debbie Steidl
Codes & Compliance - \$500 Cost of living raise not added to line item by mistake
Sheriff's Dept., Jail, Juvenile Detention & Commissary - See letter from Sheriff David Andrews
Coroner - See letter from Randy Porter
Tourism - Additional funds needed due to increase in Hotel/Motel Tax
Miscellaneous - Gasoline - additional funds needed for gasoline

Putnam County Election Commission

705 County Services Drive
Cookeville, Tennessee 38501
(931) 526-2566 Phone • (931) 526-8724 Fax



DATE: June 4, 2013
TO: County Commissioners
FROM: Debbie Steidl, Administrator of Elections *DS*
RE: Line Item transfer

The following Line Item transfer needs to be made to the Election Commission budget:

\$600.00 from Line Item 189 to Line Item 169

MEMORANDUM

TO: Kim Blaylock, County Executive
Debby Francis
Putnam County Commission

FROM: Sheriff David K. Andrews

DATE: June 3, 2013

RE: Budget Amendments

Place \$10,000 into 101-54210-187 Overtime Pay out of 101-54210-309 Contracts with other Agencies

Place \$50,000 into 101-54210-340 Medical And Dental Services out of 101-54210-309

Place \$5,000 into 101-54210-410 Custodial Supplies out of 101-54210-309 Contracts with other Agencies

Place \$50,000 into 101-54210-422 Food supplies out of 101-54210-309 Contracts with other Agencies

Place \$100.00 into 101-54210-435 Office Supplies out of 101-54210-309 Contracts with other Agencies

Place \$5,000 into 101-54240-187 Juvenile Overtime out of 101-54240-160 Juvenile Guards

Place \$5,000 into 101-54240-199 Other Per Diem and Fees out of 101-54240-160 Juvenile Guards

Place \$200 into 101-54240-451 Uniforms out of 101-54240-160 Juvenile Guards

Place \$6,000 into 101-54260-422 Commissary Food out of 44131 Commissary Revenue

Place \$300. into 101-54110-317 Data Processing Services out of 101-54110-716 Law Enforcement Equipment

Place \$2,000 into 101-54110-718 Motor Vehicles out of 101-54110-716 Law Enforcement Equipment

Place \$200.00 into 101-54240-599 Other Charges out of 101-54240-160 Juvenile Guards

Place \$600.00 into 101-54210-165 Jail Cook out of 101-54210-160 Guards (This is a new classification for a Food Services Manager from Grade 1 to Grade 5 per pay scale committee)

PUTNAM COUNTY EMERGENCY MEDICAL SERVICES

270 Carlen Drive; Cookeville, TN 38501
Phone (931) 528-1555 Fax (931)372-0295

BUDGET AMENDMENTS

From 43120 Patient Charges to 54610-399 Autopsy Fees \$25,315

Audit has changed the way they want us to book the Autopsy Fees. They want us to pay for an autopsy in the budget year it is ordered, not the year it is completed and billed. If we don't do this, we may receive an audit finding next year. When we did this same budget amendment last year, but the budget for 2012-2013 had already been turned in and the line item did not get changed for this year's budget, thus the reason for us having to do it again. I will make sure the 2013-2014 budget gets changed.

The Chairman asked for discussion on the motion to approve the Budget Amendments to the County General Fund as presented. There was none.

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

FOR:

Scott Ebersole
Tom Short
David Gentry
Jerry Ford
Ron Williamson
John Ludwig
Anna Ruth Burroughs
Reggie Shanks

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

AGAINST:

Chris Savage
Mike Medley

Eris Bryant

ABSTAIN:

Joe Trobaugh

ABSENT:

Terry Randolph

Bob Duncan

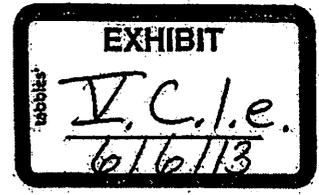
The Clerk announced that eighteen (18) voted for, three (3) voted against, one (1) abstained, and two (2) absent. The motion carried.

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

Commissioner Scott Ebersole moved and Commissioner Jim Martin seconded the motion to approve Budget Amendments to the General Purpose School Fund as presented.

(SEE ATTACHED)

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Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: _____

DATE: May 20, 2013

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Decrease Increase	Requested Approval Amount
		46615-Excon	Career Ladder-Extended Cont	-	-	250,000.00	-
	141	71100-127-Excon	Career Ladder-Extended Cont	115,850.00	180,000.00		295,850.00
	141	71100-201-Excon	Social Security	7,183.00	13,990.00		21,173.00
	141	71100-204-Excon	State Retirement	10,287.00	17,600.00		27,887.00
	141	71100-212-Excon	Employer Medicare Liability	1,680.00	4,000.00		5,680.00
	141	71200-127-Excon	Career Ladder-Extended Cont	12,872.00	23,410.00		36,282.00
	141	71200-201-Excon	Social Security	798.00	5,100.00		5,898.00
	141	71200-204-Excon	State Retirement	1,143.00	3,300.00		4,443.00
	141	71200-212-Excon	Employer Medicare Liability	187.00	2,600.00		2,787.00
				150,000.00	250,000.00	250,000.00	400,000.00

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Explanation: Reallocate total appropriations

Requested by: _____ Recommended for Approval: _____

Supervisor

 Chief Financial Officer

Official / Department Head

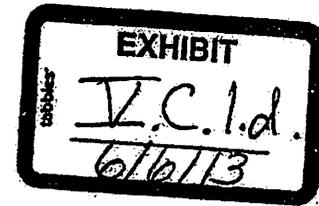
 5/22/13

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

Action by County Commission: Approved Not Approved Date: _____





A

Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: _____

DATE: 6-Jun-13

Item #	Fund #	Account #	Account Description	Current Approved Amount	Decrease	Increase	Requested Approval Amount
1	141	71150-207	Medical Insurance	76,675.00		10,120.00	86,795.00
2	141	71300-207	Medical Insurance	182,077.00	36,427.00		145,650.00
3	141	72120-207	Medical Insurance	63,082.00		11,314.00	74,396.00
4	141	72230-207	Medical Insurance	5,639.00		4,117.00	9,756.00
5	141	73400-207-VOLEX	Medical Insurance	271,222.00		10,876.00	282,098.00
				598,695.00	36,427.00	36,427.00	598,695.00

Explanation: Reallocated Medical Insurance Expense based on actual participation

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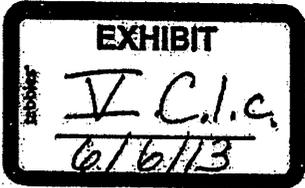
Requested by: _____ Supervisor
 Recommended for Approval: _____ Official Department Head 5-22-2013

Reviewed by: [Signature]
Chief Financial Officer

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

Action by County Commission: Approval Non-Approval Date: _____





B

Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: _____

DATE: 6-Jun-13

Item #	Fund #	Account #	Account Description	Current Approved Amount	Decrease	Increase	Requested Approval Amount
1	141	71300-116	Teachers	1,035,372.00	17,854.00		1,017,518.00
2	141	72120-131	Medical Personnel	178,022.00		17,854.00	195,876.00
				1,213,394.00	17,854.00	17,854.00	1,213,394.00

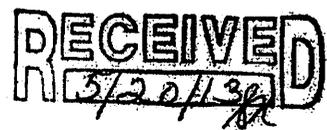
Explanation: Reallocated salaries to account for additional P/T nurses

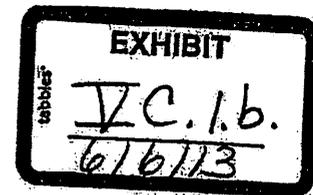
Requested by: _____ Supervisor
Recommended for Approval: _____ Official / Department Head

Reviewed by: Mark [Signature]
Chief Financial Officer

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

Action by County Commission: Approval Non-Approval Date: _____





Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: _____

DATE: 6-Jun-13

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Increase	Requested Approval Amount
1	141	43580-SUBS	Receipts from Individual Schools	19,377.00	20,000.00		39,377.00
2	141	71100-195-SUBS	Certified Substitute Teachers	18,000.00		18,579.00	36,579.00
3	141	71100-201-SUBS	Social Security	1,116.00		1,152.00	2,268.00
4	141	71100-212-SUBS	Employer Medicare Liability	261.00		269.00	530.00
				38,754.00	20,000.00	20,000.00	78,754.00

Explanation: Budget receipts from individual schools for payment of substitute teachers

Requested by: _____ Recommended for Approval: _____
Supervisor Official / Department Head

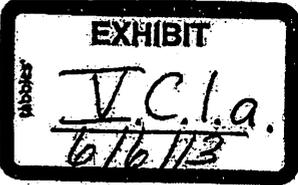
Reviewed by: Mark McLaughlin
Chief Financial Officer

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

Action by County Commission: Approval Non-Approval Date: _____

RECEIVED
 5/20/13

23



Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: _____

DATE: 6-Jun-13

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Increase	Requested Approval Amount
1	141	43580-SCHCK	Receipts from Individual Schools	57,246.00	30,000.00		87,246.00
2	141	71100-399-SCHCK	Other Contracted Services	4,200.00		5,000.00	9,200.00
3	141	72210-189-SCHCK	Other Salaries and Wages	45,000.00		21,454.00	66,454.00
4	141	72210-201-SCHCK	Social Security	2,790.00		1,390.00	4,120.00
5	141	72210-204-SCHCK	State Retirement	4,604.00		1,905.00	6,509.00
6	141	72210-212-SCHCK	Employer Medicare Liability	653.00		311.00	964.00
				114,493.00	30,000.00	30,000.00	174,493.00

Explanation: Budget receipts from individual schools for payments to BOE employees and for Elementary Art Teacher

Requested by: _____ Supervisor
 Recommended for Approval: _____ Official / Department Head

Reviewed by: Mar McKeown
 Chief Financial Officer

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

Action by County Commission: Approval Non-Approval Date: _____



Putnam County Budget Amendment Line Item Transfer Authorization Form

Department: Materials Center

DATE: _____

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount	Amount Expended (Received) YTD
141		71100-189-MATER	Other Salaries & Wages	-	225.00	-	225.00	-
141		71100-201-MATER	Social Security	-	13.87	-	13.87	-
141		71100-212-MATER	Employer Medicare Liability	-	3.24	-	3.24	-
141		71100-399-MATER	Other Contracted Services	19,000.00	46.19	-	19,046.19	-
141		71100-429-MATER	Instructional Supplies	235,000.00	30,300.00	-	265,300.00	-
141		71100-449-MATER	Textbooks	600,000.00	-	6,569.55	593,430.45	-
141		71100-599-MATER	Other Charges	8,500.00	-	216.87	8,283.13	-
141		71100-722-MATER	Regular Instruction Equipment	30,000.00	-	17,310.93	12,689.07	-
141		71100-790-MATER	Other Equipment	19,000.00	17,300.00	-	36,300.00	-
141		72210-355-MATER	Travel	4,500.00	285.85	-	4,785.85	-
141		72210-399-MATER	Other Contracted Services	9,000.00	-	3,399.40	5,600.60	-
141		72210-432-MATER	Library Books	88,000.00	-	18,900.00	69,100.00	-
141		72210-435-MATER	Office Supplies	1,600.00	291.00	-	1,891.00	-
141		72210-499-MATER	Other Supplies and Materials	6,000.00	-	6.68	5,993.32	-
141		72210-524-MATER	In-Service/Staff Development	700.00	-	700.00	-	-
141		72210-599-MATER	Other Charges	13,000.00	-	1,361.72	11,638.28	-
			Total	1,034,300.00	48,465.15	48,465.15	1,034,300.00	-

year end clean up - Materials Dept.

25

Requested by: _____
Supervisor

Recommended for Approval: _____
Official / Department Head

Reviewed by: [Signature]
Business Manager OR Assistant Director for Personnel & Business

Action by Fiscal Review Committee: NONE REQUIRED

Action by County Commission: NONE REQUIRED

The Chairman asked for discussion on the motion to approve Budget Amendments to the General Purpose School Fund as presented. The Commissioners discussed the motion.

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
John Ludwig
Anna Ruth Burroughs
Chris Savage
Reggie Shanks
Joe Trobaugh
Mike Medley

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

ABSENT:

Terry Randolph

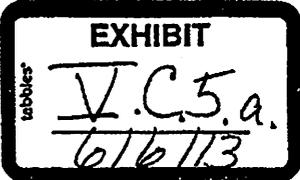
Bob Duncan

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

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL TO THE BUDGET AMENDMENTS TO THE FOOD SERVICE FUND AS PRESENTED

Commissioner Scott Ebersole moved and Commissioner Jim Martin seconded the motion to approve the Budget Amendments to the Food Service Fund as presented.

(SEE ATTACHED)



Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Special Education

DATE: 5/16/13

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Decrease Increase	Requested Approval Amount
1	143	47112	Commodity Revenue		284,608.00		284,608.00
2	143	73100-469	Commodity Expenditures			284,608.00	(284,608.00)
3							-
4							-
5							-
6							-
7							-
8							-
9							-
10							-
11							-
12							-
13							-
14							-
15							-
16							-
17							-
					284,608.00	284,608.00	

27

Explanation: To budget for yearly commodities

Requested by: Karen Dalton
Karen Dalton Supervisor

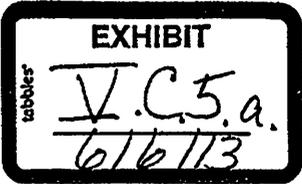
Recommended for Approval: [Signature]
Official / Department Head

Reviewed by: Mark McLaughlin
Finance Director

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

Action by County Commission: Approved Not Approved Date: _____

RECEIVED
5/20/13
[Signature]



Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Special Education

DATE: 5/16/13

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Decrease Increase	Requested Approval Amount
1	143	47112	Commodity Revenue		284,608.00		284,608.00
2	143	73100-469	Commodity Expenditures			284,608.00	(284,608.00)
3							-
4							-
5							-
6							-
7							-
8							-
9							-
10							-
11							-
12							-
13							-
14							-
15							-
16							-
17							-
					284,608.00	284,608.00	

28

Explanation: To budget for yearly commodities

Requested by: Karen Dalton
Karen Dalton Supervisor

Recommended for Approval: [Signature]
Official / Department Head

Reviewed by: Mark Reynolds
Finance Director

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

Action by County Commission: Approved Not Approved Date: _____



The Chairman asked for discussion on the motion to approve the Budget Amendments to the Food Service Fund as presented. There was none.

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

FOR:

Scott Ebersole
Tom Short
David Gentry
Jerry Ford
Ron Williamson
John Ludwig
Anna Ruth Burroughs
Chris Savage
Reggie Shanks
Joe Trobaugh
Mike Medley

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

ABSENT:

Terry Randolph

Bob Duncan

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

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

Commissioner Scott Ebersole moved and Commissioner Jim Martin seconded the motion to approve Budget Amendments to the Road Department Fund as presented.

(SEE ATTACHED)

29

Putnam County Budget Amendment/Line Item Transfer Authorization Form
Road Department
June, 2013
Commission Meeting

<u>Item</u>	<u>Fund</u>	<u>Account</u>	<u>Description</u>	<u>Approved</u>			<u>Requested</u>	<u>Expended</u>	<u>Act. Bal.</u>
				<u>Expenditures</u>	<u>Decrease</u>	<u>Increase</u>			
1	131	62000.399	Contracted Services	1,000,000	40,000	0	960,000	507,042	452,958
2	131	62000.409	Crushed Stone	80,000	0	40,000	120,000	75,132	44,868
Totals				<u>1,080,000</u>	<u>40,000</u>	<u>40,000</u>	<u>1,080,000</u>	<u>582,174</u>	<u>497,826</u>

Explanation: Crush Stone usage more than anticipated.

Requested by: Randy Jones
Randy Jones, Putnam County Road Supervisor

Date: 6/3/13

Action by Fiscal Review Committee:

Recommended
Not Recommended

Date: _____

Action by County Commission:

Recommended
Not Recommended

Date: _____

30

The Chairman asked for discussion on the motion to approve Budget Amendments to the Road Department Fund as presented. There was none.

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

FOR:

Scott Ebersole
Tom Short
David Gentry
Jerry Ford
Ron Williamson
John Ludwig
Anna Ruth Burroughs
Chris Savage
Reggie Shanks
Joe Trobaugh
Mike Medley

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

ABSENT:

Terry Randolph

Bob Duncan

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

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF WRITE OFF AMOUNT FOR THE EMERGENCY MEDICAL SERVICES IN AN AMOUNT OF \$484,411.21

Commissioner Scott Ebersole moved and Commissioner Jim Martin seconded the motion to approve the write off amount for the Emergency Medical Services in an amount of \$484,411.21.

(SEE ATTACHED)

PUTNAM COUNTY EMERGENCY MEDICAL SERVICES

270 Carlen Drive; Cookeville, TN 38501
Phone (931) 528-1555 Fax (931)372-0295

Randy Porter, Director

Tommy Copeland, Asst. Director

Putnam County Commissioners

Once a year we must present you with a list of all the accounts that we have written off as uncollectible debt. We are only allowed to show you the account number and the amount per Federal HIPPA Laws, so we saved on printing costs and only printed one list, which is available for review in the County Executive's office.

Total amount billed by EMS \$5,278,502
June 1, 2012 to May 31, 2013

Total amount being written off \$484,411.21
June 1, 2012 to May 31, 2013

Percentage of write off 9.2%

Even though these accounts are being taken off our books, they will remain at the Collections Agency and they will continue to try and collect these. Most of the accounts being written off are from 2010.

The Chairman asked for discussion on the motion to approve the write off amount for the Emergency Medical Services in an amount of \$484,411.21. There was none.

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

FOR:

Scott Ebersole
Tom Short
David Gentry
Ron Williamson
John Ludwig
Anna Ruth Burroughs
Chris Savage
Reggie Shanks
Joe Trobuagh
Mike Medley

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

AGAINST:

Jerry Ford

ABSENT:

Terry Randolph

Bob Duncan

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

MOTION RE: FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF A RESOLUTION TO ADOPT A CONTINUING BUDGET AND TAX RATE FOR THE FISCAL YEAR BEGINNING JULY 1, 2013, AND TO AUTHORIZE THE ISSUANCE OF TAX ANTICIPATION NOTES FOR PUTNAM COUNTY, TENNESSEE

Commissioner Jim Martin moved and Commissioner Kevin Maynard seconded the motion to approve a Resolution to Adopt a Continuing Budget and Tax Rate for the Fiscal Year beginning July 1, 2013, and to Authorize the Issuance of Tax Anticipation Notes for Putnam County, Tennessee.

(SEE ATTACHED)

**RESOLUTION TO ADOPT A
CONTINUING BUDGET AND TAX RATE
FOR THE FISCAL YEAR BEGINNING
JULY 1, 2013, AND TO AUTHORIZE
THE ISSUANCE OF TAX ANTICIPATION NOTES
FOR PUTNAM COUNTY, TENNESSEE**

WHEREAS, all appropriations included in the County's Fiscal Year 2012-2013 Budget will cease effective June 30, 2013, and,

WHEREAS, the County will not have an opportunity to adopt the County's Fiscal Year 2013-2014 Budget until the July Session which will be held on July 15, 2013 and

WHEREAS, County departments will need to operate at some level without appropriations after July 1, 2013, and until a new County Budget is adopted,

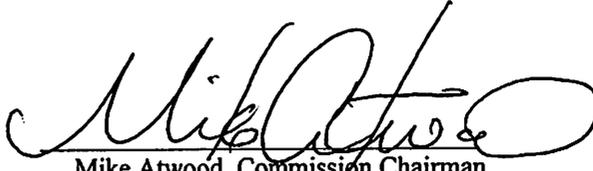
NOW, THEREFORE, BE IT RESOLVED by the Putnam County Board of Commissioners meeting in the regular session on June 17, 2013 that amounts set out in the Fiscal Year 2012-2013 Appropriation Resolution are hereby continued until a new Fiscal Year 2013-2014 Appropriation Resolution is adopted, and;

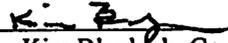
BE IT FURTHER RESOLVED, that the property tax rate of \$2.805 per each \$100.00 of taxable property for the Fiscal Year beginning July 1, 2012 shall remain in effect until a new property tax rate is adopted, and;

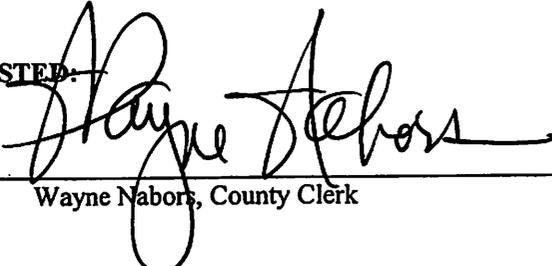
BE IT FURTHER RESOLVED, that the County Executive and County Clerk are hereby authorized to borrow money on tax anticipation notes, provided that such notes are first approved by the State Director of Local Finance, to pay for the expenses herein authorized until the taxes and other revenues for the Fiscal Year 2012-2013 have been collected, not exceeding 60% of the appropriations of each individual fund of the continuing budget. The notes evidencing the loans authorized under this section shall be issued under the authority of Title 9, Chapter 21, Tennessee Code Annotated. All said notes shall mature and be paid in full without renewal not later than June 30, 2014:

BE IT FURTHER RESOLVED, that this resolution shall take effect from and after its passage and its provisions shall be in force from and after July 1, 2013.

Adopted this 17th day of June 2013.


Mike Atwood, Commission Chairman


Kim Blaylock, County Executive

ATTESTED:

Wayne Nabors, County Clerk



The Chairman asked for discussion on the motion to approve a Resolution to Adopt a Continuing Budget and Tax Rate for the Fiscal Year beginning July 1, 2013, and to Authorize the Issuance of Tax Anticipation Notes for Putnam County, Tennessee. The Commissioners discussed the motion.

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

FOR:

Scott Ebersole
David Gentry
Jerry Ford
Ron Williamson
John Ludwig
Anna Ruth Burroughs
Chris Savage
Reggie Shanks
Joe Trobaugh
Mike Medley

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

AGAINST:

Tom Short

ABSENT:

Terry Randolph

Bob Duncan

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

MOTION RE: FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF A RESOLUTION ADOPTING POLICIES AND PROCEDURES FOR THE ADMINISTRATION OF FEDERALLY TAX-EXEMPT DEBT OBLIGATIONS

Commissioner Scott Ebersole moved and Commissioner Jim Martin seconded the motion to approve a Resolution Adopting Policies and Procedures for the Administration of Federally Tax-Exempt Debt Obligations.

(SEE ATTACHED)

35

RESOLUTION ADOPTING POLICIES AND PROCEDURES FOR THE
ADMINISTRATION OF FEDERALLY TAX-EXEMPT DEBT
OBLIGATIONS

WHEREAS, Putnam County, Tennessee (the "County") issues federally tax-
exempt debt obligations from time to time, and wishes to adopt policies and procedures to
ensure compliance with applicable federal rules and regulations related thereto;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners
of the County that the federal tax compliance policies and procedures attached
hereto as Exhibit A are hereby adopted and approved.

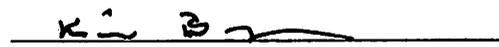
BE IT FURTHER RESOLVED that this Resolution shall take effect
immediately upon its adoption.

Adopted and approved this 17TH day of JUNE, 2013.

PUTNAM COUNTY, TENNESSEE



County Clerk



County Executive

EXHIBIT A

PUTNAM COUNTY, TENNESSEE
Federal Tax Compliance Policies and Procedures

Purpose

In order to issue tax-exempt debt obligations ("Tax-Exempt Obligations"), the interest on
which is excluded from gross income of the holders of such debt obligations, Putnam
County, Tennessee (the "County") must comply with federal tax rules regarding
expenditure of proceeds, use of financed property, investment of proceeds in compliance



with arbitrage rules, retention of records and filings with the Internal Revenue Service pursuant to Section 148 of the Internal Revenue Code of 1986, as amended (the "Code"). This Tax Compliance Policy sets forth the County's policies for compliance with Sections 141-150 of the Code and related rules and regulations.

I. Expenditure of Proceeds

Expenditure of proceeds as set forth below will be reviewed and managed by the County Executive (the "County Executive") as needed to ensure compliance with the requirements with each tax certificate executed in connection with Tax-Exempt Obligations. In connection with such review and management, the County Executive will undertake the following with respect to the expenditure of proceeds of Tax-Exempt Obligations:

- Establish forms and procedures for documenting expenditures of the proceeds, including for new money issues a description of the property financed with each expenditure and for refunding issues a description of the refunded obligations and the property financed with the refunded obligations.
- Only permit proceeds to be expended for capital expenditures, working capital if accompanied by an opinion of nationally recognized bond counsel, refunding of Tax-Exempt Obligations and other debt obligations used for the foregoing purposes, and costs of issuance of Tax-Exempt Obligations.
- Not permit amounts to be expended to pay capitalized interest on Tax-Exempt Obligations except during the actual construction period of financed property unless accompanied by an opinion of nationally recognized bond counsel.
- Restrict reimbursement of costs that were paid prior to the issuance of the Tax-Exempt Obligations to costs paid subsequent to, or not more than 60 days prior to, the date a "declaration of intent" to reimburse the costs was adopted by the County or as is otherwise approved by bond counsel.
- Prepare a "final allocation" of proceeds to uses, which will be made and retained with the records of the Tax-Exempt Obligations, not later than 18 months after the placed-in-service date of the financed property (and in any event not later than 5 years and 60 days after the issuance of the issue).
- Monitor the expenditure of proceeds of new-money Tax-Exempt Obligations against the tax certificate expectation to (i) spend or commit 5% of net sale proceeds within 6 months, (ii) spend 85% of net sale proceeds within 3 years, and (iii) proceed with due diligence to complete the project and fully spend the net sale proceeds.

- Monitor the expenditure of proceeds of the Tax-Exempt Obligations against the schedule for any arbitrage rebate exception or exceptions identified in the tax certificate related to such issue of Tax-Exempt Obligations.

II. Use of Property Financed with Tax-Exempt Obligations

Use of property financed with Tax-Exempt Obligations, when completed and placed in service, will be reviewed by the County Executive on at least an annual basis.

The County will not do any of the following with respect to the financed property without prior discussion with bond counsel regarding potential effect of such action on the tax exemption of the Tax-Exempt Obligations that financed or refinanced such property:

- Enter into a management, service or incentive payment contract with any non-governmental person or entity (including the federal government) (a "Non-Governmental Person").
- Enter into a lease with any Non-Governmental Person.
- Sell or otherwise transfer such property to any Non-Governmental Person.
- Grant special legal entitlements with respect to such property to any Non-Governmental Person.

If any action occurs, notwithstanding the foregoing, that causes Tax-Exempt Obligations to become private activity bonds as a result of private use of financed projects and/or private payments for parties utilizing financed projects, the County will promptly consult with bond counsel as to the steps to be taken in order to remediate such change in use in accordance with the regulations under the Code, including the remediation of nonqualified bonds.

III. Investment of Proceeds

Investment of proceeds of Tax-Exempt Obligations in compliance with the arbitrage bond rules and rebate of arbitrage will be supervised by the County Executive.

All proceeds of each Tax-Exempt Obligation will be deposited and maintained in a separate account or accounts. The investment of the proceeds of Tax-Exempt Obligations shall comply with the following:

- Investments will be purchased only in market transactions at fair market value.
- Calculations of rebate liability will be performed periodically as set forth

in the tax certificate by outside consultants unless the County is eligible for an exception to rebate liability with respect to the Tax-Exempt Obligations.

- Rebate payments, if required, will be made with Form 8038-T no later than 60 days after (a) each fifth anniversary of the date of issuance and (b) the final retirement of the Tax-Exempt Obligations. Compliance with rebate requirements will be reported to the bond trustee, if any, and the issuer.
- The County will identify the date for first rebate payment at the time of issuance if rebate payments are expected.

IV. Records

Management and retention of records related to Tax-Exempt Obligations will be supervised by the County Executive.

- Records will be retained for the life of the Tax-Exempt Obligations plus any refunding bonds plus three years. Records may be in the form of documents or electronic copies of documents, appropriately indexed to specific bond issues and compliance functions.
- Retainable records pertaining to issuance of Tax-Exempt Obligations include the transcript of documents executed in connection with the issuance of the Tax-Exempt Obligations and any amendments, and copies of rebate calculations and records of payments including Form 8038-T.
- Retainable records pertaining to expenditures of proceeds of Tax-Exempt Obligations include requisitions, trustee statements (if any) and final allocation of proceeds.
- Retainable records pertaining to use of property include all agreements reviewed for nonexempt use and any reviewed documents relating to unrelated business activity.
- Retainable records pertaining to investments include GIC and hedge documents under the Treasury regulations, records of purchase and sale of other investments, and records of investment activity sufficient to permit calculation of arbitrage rebate or demonstration that no rebate is due.

V. Miscellaneous Post-Issuance Changes

The County Executive will consult with bond counsel prior to engaging in any post-issuance credit enhancement transactions (e.g., letter of credit or bond insurance) or hedging transactions (e.g., interest rate swaps)

The County Executive will consult with bond counsel prior to the making of any significant modifications to the bond documents that might cause a "reissuance" of the Tax-Exempt Obligations as described in Section 1.1001-3 of the Treasury regulations such as (i) changes in the yield of a Tax-Exempt Obligation, (ii) changes in the timing of payments on a Tax-Exempt Obligation or (iii) changes in the obligor of or security for a Tax-Exempt Obligation.

VI. Overall Responsibility

Overall administration and coordination of this policy is the responsibility of the County Executive. The County Executive shall be responsible for identifying any violations of federal tax requirements relating to any Tax-Exempt Obligations and shall consult with bond counsel as to best method for the timely correction of any identified violations either through available remedial actions or through the IRS's Voluntary Closing Agreement Program. The County Executive shall be responsible for obtaining and providing for the training and education necessary to administer these policies and procedures.

Adopted and approved the 17th day of June, 2013.

11118676.1

The Chairman asked for discussion on the motion to approve a Resolution Adopting Policies and Procedures for the Administration of Federally Tax-Exempt Debt Obligations. There was none.

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

FOR:

Scott Ebersole
Tom Short
David Gentry
Jerry Ford
Ron Williamson
John Ludwig
Anna Ruth Burroughs
Chris Savage
Reggie Shanks
Joe Trobaugh
Mike Medley

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

ABSENT:

Terry Randolph

Bob Duncan

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

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL TO RECESS THE JUNE 17, 2013 MEETING AND COME BACK IN SESSION ON THURSDAY, JUNE 27, 2013 AT 6:00 PM IN ORDER TO APPROVE GASB 34 AND CLEANUP AMENDMENTS

Commissioner Scott Ebersole moved and Commissioner Jim Martin seconded the motion to approve to recess the June 17, 2013 meeting and come back in session on Thursday, June 27, 2013 at 6:00 PM in order to approve GASB 34 and cleanup amendments.

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

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

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL FOR THE CIRCUIT AND GENERAL SESSIONS COURT TO ENTER AN AGREEMENT TO PURCHASE SOFTWARE FROM LOCAL GOVERNMENT DATA PROCESSING CORP. (TNCIS PROGRAM)

Commissioner Scott Ebersole moved and Commissioner Daryl Blair seconded the motion to approve the Circuit and General Sessions Court to enter an agreement to purchase software from Local Government Data Processing Corp. (TnCis Program).

(SEE ATTACHED)

42



Administrative Office of the Courts

Nashville City Center, Suite 600

511 Union Street

Nashville, Tennessee 37219

615 / 741-2687 or 800 / 448-7970

FAX 615 / 741-6285

ELIZABETH A. SYKES
Director

MEMORANDUM

TO: Tennessee Clerks of Court

cc: Respective Case Management Software Vendors

FROM: Ann Lynn Walker
Technology Director

DATE: April 12, 2013

RE: Case Management System Functionality as required by §18-1-105(d)(1)



When the Tennessee court information system (TnCIS) was created, legislation was enacted to ensure that clerks would not be required to use TnCIS software. That legislation, however, also required that any other software be functionally equivalent. The requirement is most clearly stated in §18-1-105(d)(1) which is shown below:

(d) (1) Install and maintain the Tennessee court information system (**TnCIS**) as provided by the administrative office of the courts (AOC) or a functionally equivalent computer system. The implementation of **TnCIS** in the offices of the court clerks shall be determined by the **TnCIS** steering committee and shall be based on the availability of adequate funding. The **TnCIS** software shall be made available to all offices of court clerks, including those offices previously automated and those offices within Shelby, Davidson, Knox and Hamilton counties.

Over the past several years, many laws have been passed that have required additional information be sent from clerks' offices to various state and/or federal agencies. In many cases, that information is required, or certainly strongly encouraged, to be sent

electronically. The most significant examples include general sessions data reporting; final disposition reporting to Tennessee Bureau of Investigation (TBI) outlined in §8-4-115(h); involuntary committal orders being reported to Department of Safety and the FBI – NICS Index; reporting of guardian ad litem for juvenile cases for indigent admin fee; and criminal suspension of drivers' license for unpaid court costs §40-24-105(b).

TnCIS provides all of this functionality. We wanted to remind all non-TnCIS clerks and your respective software vendors, if applicable, of your obligation to maintain functionally equivalent software.

If you have questions or need additional information on any of the required functionality, please let me know. We will be happy to help clerks and vendors get the requirements necessary to get systems updated.



**STATE OF TENNESSEE
DEPARTMENT OF SAFETY AND HOMELAND SECURITY**

312 ROSA L. PARKS AVENUE
23RD FLOOR
NASHVILLE, TN 37243

BILL HASLAM
GOVERNOR

BILL GIBBONS
COMMISSIONER

MEMO

TO: Court Clerks
FROM: Bill Gibbons, Commissioner
TN Department of Safety and Homeland Security
DATE: February 14, 2013
SUBJECT: Revocation of TN Driver License Relative to
Litigation Taxes, Court Costs and Fines

In 2011, Governor Haslam signed into law legislation enacted by the General Assembly designed to improve the collection of fines and court costs paid by offenders convicted in state criminal cases.

As enacted, the new law provides in T.C.A 40-24-105(b)(1):

"A license issued under title 55 for any operator or chauffeur shall be revoked by the Commissioner of safety if the licensee has not paid all litigation taxes, costs and fines assessed as a result of disposition of any offense under the criminal laws of this state within one (1) year of the date of disposition of the offense. The license shall remain revoked until such time as the person whose license has been revoked provides proof to the commissioner of safety that all litigation taxes, court costs, and fines have been paid." [Emphasis added.]

The new law goes on to also require court clerks to take action, as set forth in T.C.A. 40-24-105(b)(2):

"The clerk of the court ordering disposition of an offense shall notify the commissioner of safety when an offender has litigation taxes, court costs, and fines that remain unpaid after one (1) year from the disposition of the offense. Such notification shall take place within thirty (30) days of the expiration of the one-year period or as soon as practicable. The commissioner of safety shall not refuse to revoke a license issued under title 55 on the grounds that notification was not received within the thirty-day period specified in this subdivision (b)(2)." [Emphasis added.]

We consider both provisions to be mandatory requirements to take action if the amount owed is not paid within one year of the date of disposition. The new law applies to any offenses committed on or after July 2, 2011.

Taking the two provisions together, obviously, we cannot carry out our obligations under this law unless the court clerks carry out their obligations to notify us.

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Court Clerks
February 14, 2013
Page 2

Currently, the Department of Safety and Homeland Security provides the following **three methods** which Courts may use to request revocations and releases for criminal court fines and costs:

1. Courts may send a specifically formatted computer file from their Information Systems to our Court Document Reporting (CDR) system. Courts generate their files using processes developed by their programmers, utilizing a specific CDR format. The court then transmits the document to the CDR for processing. Long-term, this is our preferred method.
2. Courts can key data into a website operated and monitored by the Department for Court Document Reporting (CDR). Our IT staff is available for web-based training.
3. Courts may request action by submitting "Court Action Payment" paper documents. These documents are then coded and keyed by Department staff for processing. Paper documents should be submitted to:

TN Department of Safety and Homeland Security
Ticket Evaluation
P. O. Box 945
Nashville, Tennessee 37202

If your court system is not yet set up to submit electronically, we urge you to immediately begin using one of the other methods if you are not already doing so in order to comply with the law.

If you have questions or concerns, please feel free to contact our IT Court Liaison, Robert Edwards, or Mike Hill, Director of Financial Responsibility, as noted below:

Robert Edwards, OT Systems Consultant
TN Department of Safety and Homeland Security
1150 Foster Avenue
Nashville, Tennessee 37243
Email: Robert.Edwards@tn.gov
Telephone: (615) 251-5348

Mike Hill, Director, Financial Responsibility Division
TN Department of Safety and Homeland Security
1150 Foster Avenue
Nashville, Tennessee 37243
Email: James.M.Hill@tn.gov
Telephone: (615) 251-5249

Part of the Governor's Public Safety Action Plan is to improve the collection of fines and fees in criminal cases as a way of holding convicted offenders accountable and increasing payment of revenue owed by convicted offenders to the state and counties.

I want to assure you that we are prepared to carry out our obligations under this law. We appreciate your cooperation and support in this effort.

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*** Current through the 2012 Regular Session ***

Title 40 Criminal Procedure
Chapter 24 Fines

Tenn. Code Ann. § 40-24-105 (2012)

40-24-105. Collection of fines, costs and litigation taxes -- Revocation of license -- Conversion to civil judgment.

(a) Unless discharged by payment or service of imprisonment in default of a fine, a fine may be collected in the same manner as a judgment in a civil action. The trial court may also enforce all orders assessing any fine remaining in default by contempt upon a finding by the court that the defendant has the present ability to pay the fine and willfully refuses to pay. Costs and litigation taxes due may be collected in the same manner as a judgment in a civil action, but shall not be deemed part of the penalty, and no person shall be imprisoned under this section in default of payment of costs or litigation taxes. The following shall be the allocation formula for moneys paid into court: the first moneys paid in any case shall first be credited toward payment of litigation taxes and once litigation taxes have been paid, the next moneys shall be credited toward payment of costs; then additional moneys shall be credited toward payment of the fine.

(b) (1) A license issued under title 55 for any operator or chauffeur shall be revoked by the commissioner of safety if the licensee has not paid all litigation taxes, court costs, and fines assessed as a result of disposition of any offense under the criminal laws of this state within one (1) year of the date of disposition of the offense. The license shall remain revoked until such time as the person whose license has been revoked provides proof to the commissioner of safety that all litigation taxes, court costs, and fines have been paid.

(2) The clerk of the court ordering disposition of an offense shall notify the commissioner of safety when an offender has litigation taxes, court costs, and fines that remain unpaid after one (1) year from the disposition of the offense. Such notification shall take place within thirty (30) days of the expiration of the one-year period or as soon as practicable. The commissioner of safety shall not refuse to revoke a license issued under title 55 on grounds that notification was not received within the thirty-day period specified in this subdivision (b)(2).

(3) (A) A person who is unable to pay any portion of assessed litigation taxes, court costs, and fines may apply one (1) time to the court having original jurisdiction over the offense for an order staying the revocation of the license issued under title 55. An order to stay the revocation of the license shall be granted if the court finds that the person would experience extreme hardship from the revocation of the license and that no other means of transportation are reasonably available to the person. Grounds for finding of extreme hardship are limited to travel necessary for:

(i) Employment; or

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(ii) Serious illness of the person or an immediate family member.

(B) The offender seeking a hardship exception shall make application to the court in the form of a sworn affidavit stating with particularity the grounds and circumstances of hardship. The court may enter a one-time stay for a period of not longer than one hundred and eighty (180) days. The court clerk shall promptly notify the commissioner of safety of the issuance or termination of any stay of revocation. The commissioner of safety shall not revoke any license under this subsection (b) while the stay is in effect.

(4) A person who is unable to pay all of the assessed litigation taxes, court costs, and fines but is able to pay some of them on a monthly or weekly basis may apply to the court having original jurisdiction over the offense for an order setting up a payment plan for such taxes, costs and fines. If the person and court agree to such a weekly or monthly payment plan, the court shall so order and such order shall have the effect of staying the revocation of the license pursuant to this subsection (b). The order staying the revocation of license shall remain in effect for as long as the person is current and in compliance with the payment plan. If the person fails to make payments according to the plan for three (3) consecutive months without good cause, the court may revoke the order and notify the clerk. The court clerk shall promptly notify the commissioner of safety of the issuance or termination of any stay of revocation. The commissioner of safety shall not revoke pursuant to this subsection (b) while the stay is in effect.

(5) The revocation provided in this subsection (b) is cumulative and does not limit or otherwise affect any license revocation pursuant to title 39, title 55, or any other law.

(6) Nothing in this subsection (b) shall be construed to apply to any license issued pursuant to title 55, chapter 17.

(c) The district attorney general or the county or municipal attorney, as applicable, may, in that person's discretion, and shall, upon order of the court, institute proceedings to collect the fine, costs and litigation taxes as a civil judgment.

(d) Any fine, costs, or litigation taxes remaining in default after the entry of the order assessing the fine, costs, or litigation taxes may be collected by the district attorney general or the criminal or general sessions court clerk in the manner authorized by this section and otherwise by the trial court by contempt upon a finding by the court that the defendant has the present ability to pay the fine and willfully refuses to pay. After a fine, costs, or litigation taxes have been in default for at least six (6) months, the district attorney general or criminal or general sessions court clerk may retain an agent to collect, or institute proceedings to collect, or establish an in-house collection procedure to collect, fines, costs and litigation taxes. If an agent is used, the district attorney general or the criminal or general sessions court clerk shall request the county purchasing agent to utilize normal competitive bidding procedures applicable to the county to select and retain the agent. If the district attorney general and the criminal or general sessions court clerk cannot agree upon who collects the fines, costs and litigation taxes, the presiding judge of the judicial district or a general sessions judge shall make the decision. The district attorney general or criminal or general sessions court clerk may retain up to fifty percent (50%) of the fines, costs and litigation taxes to defray the costs of collection, or if an in-house collection procedure is established, the proceeds shall be treated as other fees of the office. The district attorney general and the clerk shall have the costs of collection under this chapter defrayed for all fines, costs, and litigation taxes collected after they are in default. When moneys are paid into court, the allocation formula outlined in subsection (a) shall be followed, except up to fifty percent (50%) may be withheld for these collection costs, with the remainder being allocated according to the formula.

(e) (1) The governing body of any municipality may by ordinance authorize the employment of a collection agency to collect fines and costs assessed by the municipal court where the fines

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and costs have not been collected within sixty (60) days after they were due. The authorizing ordinance shall include the requirement that the contract between the municipality and the collection agency be in writing.

(2) The collection agency may be paid an amount not exceeding forty percent (40%) of the sums collected as consideration for collecting the fines and costs.

(3) The written contract between the collection agency and the municipality shall include a provision specifying whether the agency may institute an action to collect fines and costs in a judicial proceeding.

(4) Nothing in this subsection (e) shall be interpreted to permit a municipality to employ a collection agency for the collection of unpaid parking tickets in violation of § 6-54-513.

(f) If any fine, costs or litigation taxes assessed against the defendant in a criminal case remain in default when the defendant is released from the sentence imposed, the sentence expires or the criminal court otherwise loses jurisdiction over the defendant, the sentencing judge, clerk or district attorney general may have the amount remaining in default converted to a civil judgment pursuant to the Tennessee Rules of Civil Procedure. The judgment may be enforced as is provided in this section or in any other manner authorized by law for a civil judgment.

HISTORY: Acts 1972, ch. 729, § 3; T.C.A., §§ 40-3209, 40-3205; Acts 1991, ch. 467, § 1; 1992, ch. 956, § 1; 1996, ch. 826, § 1; 1996, ch. 920, § 1; 1997, ch. 325, §§ 1, 2; 2007, ch. 167, §§ 1, 2; 2009, ch. 570, § 1; 2009, ch. 577, § 2; 2011, ch. 504, §§ 1-3.

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The Chairman asked for discussion on the motion to approve the Circuit and General Sessions Court to enter an agreement to purchase software from Local Government Data Processing Corp. (TnCis Program). There was none.

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

FOR:

Scott Ebersole
Tom Short
David Gentry
Jerry Ford
Ron Williamson
John Ludwig
Anna Ruth Burroughs
Chris Savage
Reggie Shanks
Joe Trobaugh
Mike Medley

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

ABSENT:

Terry Randolph

Bob Duncan

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

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL TO SET UP A COMMITTEE TO STUDY TAX FREEZE FOR SENIOR CITIZENS. THE COMMITTEE ALSO RECOMMENDS THAT 5 PEOPLE BE APPOINTED TO THIS COMMITTEE AND RECOMMENDS THAT BOB DUNCAN, SUE NEAL AND FREDDIE NELSON BE MEMBERS AND FOR THE COMMISSION CHAIRMAN TO APPOINT THE OTHER MEMBERS

Commissioner Scott Ebersole moved and Commissioner Kevin Maynard seconded the motion to approve to set up a Committee to study a Tax Freeze for Senior Citizens. The Committee also recommends that 5 people be appointed to this Committee and recommends that Bob Duncan, Sue Neal, and Freddie Nelson be members and for the Commission Chairman to appoint the other members.

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

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

The County Commission Chairman, Mike Atwood asked Commissioner Sue Neal to be the Chairman of the Committee to Study a Tax Freeze for Senior Citizens and appointed Commissioner Marsha Bowman and Commissioner John Ludwig to the Committee.

NOMINATING COMMITTEE:

MOTION RE: NOMINATING COMMITTEE RECOMMENDS THE FOLLOWING BE APPOINTED TO THE PUTNAM COUNTY BOARD OF HEALTH:

KIM BLAYLOCK – COINCIDE WITH ELECTED TERM

JERRY BOYD – COINCIDE WITH APPOINTMENT

JEFF CROSIER, MD – TERM TO EXPIRE JUNE 30, 2017

STACY BREWINGTON, MD – TERM TO EXPIRE JUNE 30, 2017

JAMES SMITH, DDS – TERM TO EXPIRE JUNE 30, 2017

NANCY JUDD, RN – TERM TO EXPIRE JUNE 30, 2017

EX OFFICIO MEMBERS

LISA BUMBALOUGH, COUNTY DIRECTOR

DR. FRED VOSSEL, COUNTY HEALTH OFFICER

Commissioner Steve Pierce moved and Commissioner Daryl Blair seconded the motion to appoint to the Putnam County Board of Health: Kim Blaylock, coincide with elected term; Jerry Boyd, coincide with appointment; Jeff Crosier, MD, term to expire June 30, 2017; Stacy Brewington, MD, term to expire June 30, 2017; James Smith, DDS, term to expire June 30, 2017; Nancy Judd, RN, term to expire June 30, 2017; and Ex Officio Members: Lisa Bumbalough, County Director and Dr. Fred Vossel, County Health Officer.

(SEE ATTACHED)

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Debby Francis

From: KIm Bradford [kimeylyn@yahoo.com]
Sent: Tuesday, June 11, 2013 8:03 AM
To: debby@putnamco.org
Subject: Nominating minutes

Nominating Minutes for June 5,2013

All Committee Members Present

Eris Bryant
Scott Ebersole
Mike Atwood
Steve Pierce
Kim Bradford

Recommends approval for the Putnam County Board of Health Appointments of:

Kim Blaylock, term to expire coincide with elected term
Jerry Boyd (or ~~designee~~), term to expire coincide with appointment

designee
The following terms to expire June 30, 2017

Jeff Crosier, MD,
Stacy Brewington, MD,
James Smith, DDS,
Nancy Judd RN

Recommend that no appointments for Audit Committee should be employed in any type of government agency

Recommends the approval of the following people for the audit committee

William Clark CPA
Sam Sandlin CPA
Dan Brooks Business Owner
Greg Rector
Chris Savage
Jim Martin
Sue Neal
Bob Duncan

All Nominations were approved by all members

Kim Bradford

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NOMINATING COMMITTEE

TO: Putnam County Board of Commissioners

FROM: Kim Blaylock, County Executive

DATE: June 5, 2013

RE: Nominating Committee Agenda

Listed below are items to be considered by the Nominating Committee on Monday, June 10, 2013 AFTER THE FISCAL REVIEW COMMITTEE MEETING in the Commission Chambers.

1. Discuss setting up a new Putnam County Board of Health as requested by Public Health Director, Lisa Bumbalough.
2. Any other business that needs to be reviewed by the Nominating Committee.

MOTION RE: THE COMMISSIONER MEMBERS OF THE AUDIT COMMITTEE - TWO (2) WILL SERVE 2 YEAR TERMS (THE TWO THAT RECEIVES THE MOST VOTES) AND ONE (1) WILL SERVE A 1 YEAR TERM

Commissioner Chris Savage moved and Commissioner Kevin Maynard seconded the motion for the two (2) Commissioner members with the most votes to serve a 2 year term and one (1) Commissioner member serve a 1 year term.

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

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

The Chairman asked the Commissioners to vote for three (3) of the Commissioner members of the Audit Committee. The Commissioners nominated are: Chris Savage, Jim Martin, Sue Neal, Bob Duncan and Tom Short.

The Commissioners voted as follows:

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

The Clerk announced thirteen (13) voted for Chris Savage; fifteen (15) voted for Jim Martin; fifteen (15) voted for Sue Neal; fourteen (14) voted for Bob Duncan; and six (6) voted for Tom Short. Jim Martin, Sue Neal, and Bob Duncan are elected to the Audit Committee. Commissioner Jim Martin and Commissioner Sue Neal are to serve a 2 year term and Commissioner Bob Duncan is to serve a 1 year term.

REPORT OF SPECIAL COMMITTEES: None

RESOLUTIONS:

MOTION RE: APPROVE BOARD OF HEALTH RESOLUTION

Commissioner Steve Pierce moved and Commissioner Daryl Blair seconded the motion to approve Board of Health Resolution.

(SEE ATTACHED)

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RESOLUTION NUMBER _____

RESOLUTION TO APPOINT MEMBERS
To The
PUTNAM COUNTY BOARD OF HEALTH

Whereas, the County Commission may establish a Board of Health

Whereas, this Board operates as defined by the State Legislature of the State of Tennessee and in accordance with TCA 68-2-601, and;

Whereas, the Board shall consist of the following:

1. The County Mayor; term will coincide with elected term
2. The Director of Schools or his/her designee
3. Two (2) Physicians licensed to practice in the state of Tennessee
4. One (1) Dentist licensed to practice dentistry in the state of Tennessee
5. One (1) Pharmacist licensed to practice in the state of Tennessee
6. One (1) Registered Nurse licensed to practice in the state of Tennessee
7. The County Health Director and the County Health Officer shall serve as ex officio members to the Board, with the County Health Director serving as secretary to the Board.

Whereas, the following individuals are recommended to be appointed to the Putnam County Board of Health:

County Executive	Kim Blaylock	Term to expire: coincide with elected term
Director of Schools	Jerry Boyd (or designee)	Term to expire: coincide with appointment
Physician	Jeff Crosier, MD	Term to expire: June 30, 2017
Physician	Stacy Brewington, MD	Term to expire: June 30, 2017
Dentist	James Smith, DDS	Term to expire: June 30, 2017
RN	Nancy Judd, RN	Term to expire: June 30, 2017

Ex Officio Members:

Lisa Bumbalough, County Director

Dr. Fred Vossel, County Health Officer

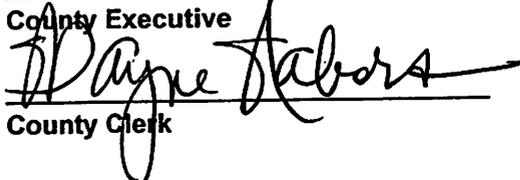
Now Therefore, be it resolved by the Putnam County Board of Commissioners that the names listed above are appointment to the Putnam County Board of Health for four (4) year terms, except for County Executive and Director of Schools, which will be appointment by elected term and appointment.

This 17th day of June, 2013

County Commission Chairman



County Executive



County Clerk

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Debby Francis

From: Lisa Bumbalough [Lisa.Bumbalough@tn.gov]
Sent: Friday, May 31, 2013 2:42 PM
To: debby@putnamco.org
Cc: Lisa Bumbalough
Subject: Board of Health
Attachments: 2013 Board of Health TCA 001.jpg; 2013 Board of Health TCA 002.jpg

Steve & Debbie,

As per TCA 68-2-201 (attachment), the county shall establish a board of health. In previous years, the a board of health existed, however, it had been inactive for over 7 years.

Some duties of the board include: represent the county members, identify health problems in community, advocate for public health safety and wellness in community, assist county health department with community awareness, review/oversight of health department, assist with federal requests in bioterrorism/natural disaster for public safety. Board will meet annual to review budget request.

I am requesting at the June meeting, the Planning Committee approval the establishment of a Local Board of Health. I am required to have this board approved by June 30. I have contacted each member and they have agreed to serve a term of 2 years. (6/2013 - 6/2015)

By recommendation, members include:

County Executive: Kim Blaylock
Director of Schools: Jerry Boyd

Physicians: Jeff Crosier and Stacy Brewington
Dentist: James Smith
Pharmacist: Clarence Smith
RN: Nancy Judd
County Health Director: Lisa Bumbalough Ex officio member
County Health Officer: Fred Vossel MD Ex officio member

I will discuss with committee if necessary.

Please feel free to contact me with any questions.

Lisa Bumbalough, Public Health Director
Putnam County Health Department
701 County Services Drive
Cookeville, TN 38501
lisa.bumbalough@tn.gov
931-646-7700

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6/3/2013

The Chairman asked for discussion on the motion to approve the Board of Health Resolution. There was none.

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

ELECTION OF NOTARIES

Commissioner Ron Williamson moved and Commissioner Daryl Blair seconded the motion to approve the Election of Notaries.

(SEE ATTACHED)

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PUTNAM COUNTY CLERK
WAYNE NABORS COUNTY CLERK
P.O. BOX 220
COOKEVILLE TN 38503
Telephone 931-526-7106
Fax 931-372-8201

Notaries to be elected June 17, 2013

JIMMY ALLEN
BRANDI ANDERSON
CODY A CANTRELL
LISA D CASKEY
SHANNON M COLVETT
AMANDA ESTEP
JANE GARRISON FLATT
EDDIE H GAW

LOUELLA LEA GENTRY
KENNETH R HANEY
CORBY R KING
LE ANN MARTIN
JENNIFER G MAXWELL
SHELBY L PAYNE
NATASHA ROBINSON
KAREN SHEA

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
John Ludwig
Anna Ruth Burroughs
Chris Savage
Reggie Shanks
Joe Trobaugh
Mike Medley

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

ABSENT:

Terry Randolph

Bob Duncan

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

OTHER NEW BUSINESS:

**MOTION RE: DEBT OBLIGATION REPORT CT0253 FOR \$833,336.00
HIGHLAND BUSINESS PARK**

**DEBT OBLIGATION REPORT CT0253 FOR \$52,235,000.00
SCHOOL BUILDING PROGRAM**

**(Comptroller's Office now requires that this report be in the minutes of the
County Commission meeting. No approval required.)**

Commissioner Jim Martin moved and Commissioner Ron Williamson seconded the motion to approve the Debt Obligation Report CT0253 for \$833,336.00 for Highland Business Park and Debt Obligation Report CT0253 for \$52,235,000.00 for School Building Program.

(SEE ATTACHED)

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REPORT ON DEBT OBLIGATION
(Pursuant to Tennessee Code Annotated Section 9-21-151)

1. Public Entity:

Name Putnam County, Tennessee
Address c/o County Executive
300 East Spring St. Room #8
cookeville TN 38501

2. Debt Obligation:

- a. Bond
- b. CON
- c. BAN
- d. GAN
- e. TRAN
- f. CRAN
- g. Capital Lease
- h. Loan Agreement

Note: Enclose a copy of the executed NOTE FORM if applicable.

5. Face Amount of Debt Obligation: \$833,336.00

Premium/Discount: _____

6. Type of Sale:

- a. Competitive Public Sale
- b. Informal Bid
- c. Negotiated Sale
- d. Loan Program

Debt Service

3. Security For Debt Obligation:

- a. General Obligation
- b. General Obligation+Revenue+Tax
- c. Revenue
- d. TIF
- e. Annual Appropriations

7. Tax Status:

- a. Tax Exempt
- b. Tax Exempt - Bank Qualified
- c. Taxable

8. Dated Date: 06/28/2013

4. Purpose of Issue:

- | | | |
|-------------------------------------|-----------------------------|-----------------|
| <input type="checkbox"/> | a. General Government | _____ % |
| <input type="checkbox"/> | b. Education | _____ % |
| <input type="checkbox"/> | c. Highways and Streets | _____ % |
| <input type="checkbox"/> | d. Public Safety | _____ % |
| <input type="checkbox"/> | e. Solid Waste Disposal | _____ % |
| <input checked="" type="checkbox"/> | f. Industrial Park | <u>100.00</u> % |
| <input type="checkbox"/> | g. Manufacturing Facilities | _____ % |
| <input type="checkbox"/> | h. Health Facilities | _____ % |
| <input type="checkbox"/> | i. Airports | _____ % |
| <input type="checkbox"/> | j. Utilities | _____ % |
| <input type="checkbox"/> | i. Water | _____ % |
| <input type="checkbox"/> | ii. Sewer | _____ % |
| <input type="checkbox"/> | iii. Electric | _____ % |
| <input type="checkbox"/> | iv. Gas | _____ % |
| <input type="checkbox"/> | k. Refunding or Renewal | _____ % |
| <input type="checkbox"/> | l. Other _____ | _____ % |
- specify

9. Issue Date (Closing Date): 06/28/2013

10. Ratings:

- a. Moody's "Aa2"
- b. Standard & Poor's _____
- c. Fitch _____
- d. Unrated _____

11. Interest Cost:

- 0.000000 %
- a. TIC
 - b. NIC
 - c. Variable: Index _____ plus _____ bps
 - d. Other _____

12. Recurring Costs:

- a. Remarketing Agent (bps) _____
- b. Liquidity (bps) _____
- c. Credit Enhancements (bps) _____

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13. Maturity Dates, Amounts and Interest Rates

Year	Amount	Interest Rate	Year	Amount	Interest Rate
2013	\$277,779	0.00 %			%
2014	\$277,779	0.00 %			%
2015	\$277,778	0.00 %			%
		%			%
		%			%
		%			%
		%			%
		%			%
		%			%
		%			%
		%			%
		%			%

If additional space is needed, attach additional sheet.

14. Repayment Schedule

This Issue			Total Debt Outstanding		
Year	Cum. Principal Redeemed	% Total	Year	Cum. Principal Redeemed	% Total
1			1		
5			5		
10			10		
15			15		
20			20		
25			25		
30			30		

17. Description of Compliance with Written Debt Management Policy:
(Use additional pages if necessary)

Debt Management
Policies Submitted

18. (If any) Description of Derivative and Compliance with Written Derivative Management Policy:
(Use additional pages if necessary)

19.

Kim Blaylock
Authorized Representative
Putnam County Executive
Title
06/12/2013
Date
kblaylock@putnamco.org
Email

Debby Francis
Preparer
Mgr. of Accounts & Budgets
Title
06/12/2013
Date
debby@putnamco.org
Email

20.

Submitted to Governing Body on 06/17/2013 and presented at its public meeting held on 06/17/2013

COPY TO: Director - Office of State and Local Finance, 505 Deaderick Street, Suite 1600,
James K. Polk State Office Building, Nashville TN 37243-1402

REPORT ON DEBT OBLIGATION

(Pursuant to Tennessee Code Annotated Section 9-21-151)

1. Public Entity:

Name Putnam County, Tennessee
 Address 300 E. Spring Street
Cookeville, Tennessee 38501
General Obligation School Bonds, Series 2013

2. Debt Obligation:

- a. Bond
- b. CON
- c. BAN
- d. GAN
- e. TRAN
- f. CRAN
- g. Capital Lease
- h. Loan Agreement

Note: Enclose a copy of the executed NOTE FORM if applicable.

5. Face Amount of Debt Obligation: \$52,235,000.00

Premium: \$1,856,941.00

6. Type of Sale:

- a. Competitive Public Sale
- b. Informal Bid
- c. Negotiated Sale
- d. Loan Program

3. Security For Debt Obligation:

- a. General Obligation
- b. General Obligation+Revenue+Tax
- c. Revenue
- d. TIF
- e. Annual Appropriations

7. Tax Status:

- a. Tax Exempt
- b. Tax Exempt - Bank Qualified
- c. Taxable

8. Dated Date: 06/06/2013

9. Issue Date (Closing Date): 06/06/2013

4. Purpose of Issue:

- | | | |
|-------------------------------------|-----------------------------|-----------------|
| <input type="checkbox"/> | a. General Government | _____ % |
| <input checked="" type="checkbox"/> | b. Education | <u>100.00</u> % |
| <input type="checkbox"/> | c. Highways and Streets | _____ % |
| <input type="checkbox"/> | d. Public Safety | _____ % |
| <input type="checkbox"/> | e. Solid Waste Disposal | _____ % |
| <input type="checkbox"/> | f. Industrial Park | _____ % |
| <input type="checkbox"/> | g. Manufacturing Facilities | _____ % |
| <input type="checkbox"/> | h. Health Facilities | _____ % |
| <input type="checkbox"/> | i. Airports | _____ % |
| <input type="checkbox"/> | j. Utilities | _____ % |
| <input type="checkbox"/> | i. Water | _____ % |
| <input type="checkbox"/> | ii. Sewer | _____ % |
| <input type="checkbox"/> | iii. Electric | _____ % |
| <input type="checkbox"/> | iv. Gas | _____ % |
| <input type="checkbox"/> | k. Refunding or Renewal | _____ % |
| <input type="checkbox"/> | l. Other _____ | _____ % |

specify

10. Ratings:

- a. Moody's Aa2
- b. Standard & Poor's _____
- c. Fitch _____
- d. Unrated _____

11. Interest Cost:

3.0353590% a. TIC
 b. NIC
 c. Variable: Index _____ plus _____ bps
 d. Other _____

12. Recurring Costs:

- a. Remarketing Agent (bps) \$0.00
- b. Liquidity (bps) \$0.00
- c. Credit Enhancements (bps) \$0.00

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13. Maturity Dates, Amounts and Interest Rates

Weighted Average Maturity = 14.852 years

Year	Amount	Interest Rate
2014	\$100,000.00	2.000 %
2015	\$100,000.00	2.000 %
2016	\$100,000.00	2.000 %
2017	\$100,000.00	2.000 %
2018	\$100,000.00	3.000 %
2019	\$100,000.00	4.000 %
2020	\$200,000.00	2.000 %
2021	\$2,000,000.00	4.000 %
2022	\$2,200,000.00	4.000 %
2023	\$2,500,000.00	4.000 %
		%

Year	Amount	Interest Rate
2024	\$2,500,000.00	2.250 %
2025	\$3,000,000.00	2.500 %
2026	\$3,500,000.00	2.625 %
2027	\$3,500,000.00	3.000 %
2028	\$3,500,000.00	3.000 %
2029	\$6,000,000.00	3.000 %
2030	\$6,000,000.00	3.500 %
2031	\$6,000,000.00	3.500 %
2032	\$5,735,000.00	3.500 %
2033	\$5,000,000.00	3.500 %
		%

If additional space is needed, attach additional sheet.

14. Repayment Schedule

Year	This Issue		Total Debt Outstanding	
	Cum. Principal Redeemed	% Total	Cum. Principal Redeemed	% Total
1	\$100,000.00	0.19	\$12,045,000.00	6.95
5	\$500,000.00	0.96	\$40,670,000.00	23.47
10	\$7,500,000.00	14.36	\$86,665,000.00	50.01
15	\$23,500,000.00	44.99	\$143,315,000.00	82.69
20	\$52,235,000.00	100.00	\$173,310,000.00	100.00
25				
30				

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15. Itemized Description of the Cost of Issuance

(Round to Nearest Dollar)

		Name of Firm
a. Financial Advisor Fees*	\$49,638.00	Stephens Inc.
b. Legal Fees:		
i. Bond Counsel	\$52,000.00	Bass, Berry & Sims PLC
ii. Issuer's Counsel		
iii. Trustee's Counsel		
c. Paying Agent Fees and Registration Fees	\$1,000.00	U.S. Bank N.A.
d. Trustee Fees		
e. Remarking Agent Fees		
f. Liquidity Fees		
g. Rating Agency Fees	\$28,000.00	Moody's
h. Credit Enhancement Fees		
i. Underwriter's Discount <u>0.855 %</u>	\$446,804.61	Robert W. Baird & Co., LLC
i. Take Down		
ii. Management Fee		
iii. Risk Premium		
iv. Underwriter's Counsel		
v. Other Expenses		
j. Printing and Advertising Fees	\$8,332.00	POS and OS
k. Issuer Fees		
l. Real Estate Fees		
m. Bank Closing Costs		
n. Other Costs	\$1,634.00	Stephens Inc. - Miscellaneous
Total Costs	\$587,408.61	

*If other costs are included, please itemize

Note: Enclose a copy of the DISCLOSURE DOCUMENT/ OFFICIAL STATEMENT if applicable. See Exhibit A

16. Description of Continuing Disclosure Obligations

(Use additional pages if necessary)

Individual Responsible for Completion:
Date Annual Disclosure is due:

County Executive
June 30

The County will file its audits and financial information annually and notices of material events when and as described in the Continuing Disclosure Certificate attached hereto and in the Official Statement set forth on Exhibit A.

17. Description of Compliance with Written Debt Management Policy:
(Use additional pages if necessary)

The County complied with the meeting notice requirements.

All estimated costs of issuance and the terms and estimated amortization schedule were presented to the Board of Commissioners at the time of adoption of the Bond Resolution.

The maturity of the Bonds does not exceed the useful life of the finance projects.

The Bonds are structured to provide overall level debt service, taking into account outstanding debt, and this was presented to the Board.

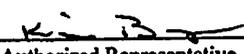
The County has written agreements with the financial advisor and bond counsel and fees and conflicts, if any, were disclosed.

A copy of the Debt Management Policy is attached hereto as Exhibit B.

18. (If any) Description of Derivative and Compliance with Written Derivative Management Policy:
(Use additional pages if necessary)

Not applicable

19.

	Karen S. Neal
Authorized Representative	Preparer
County Executive	Member
Title	Title
06/06/2013	Bass, Berry & Sims PLC
Date	Firm
kblaylock@putnamco.org	06/06/2013
Email	Date
	kneal@bassberry.com
	Email

20.
Submitted to Governing Body on _____ and presented at its public meeting held on _____

COPY TO: Director - Office of State and Local Finance, 505 Deaderick Street, Suite 1600,
James K. Polk State Office Building, Nashville TN 37243-1402

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The Chairman asked for discussion on the motion to approve the Debt Obligation Report CT0253 for \$833,336.00 for Highland Business Park and Debt Obligation Report CT0253 for \$52,235,000.00 for School Building Program. There was none.

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

FAIRGROUND DISCUSSION

Bill Dyer, President of the Putnam County Fair Board speaks to the Commission.

Patsy Farris, a Fair Board Member speaks to the Commission.

MOTION RE: APPROVE TO APPROPRIATE \$4,700 FROM COUNTY FUNDS TO FAIR BOARD TO FIX ELECTRICAL PROBLEMS AT THE HOG BARN

Commissioner Sue Neal moved and Commissioner Kim Bradford seconded the motion to approve to appropriate \$4,700 from County Funds to the Fair Board to fix electrical problems at the Hog Barn.

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

MOTION RE: SUBSTITUTE MOTION TO ALLOW UP TO \$4,700 FOR ELECTRICAL REPAIRS AT THE FAIRGROUNDS WITH THE COUNTY EXECUTIVE AND THE PRESIDENT OF THE FAIR BOARD IN AGREEMENT

Commissioner Jonathan Williams moved and Commissioner Joe Trobaugh seconded the motion to appropriate up to \$4,700 for electrical repairs at the Fairgrounds with the County Executive and the President of the Fair Board in agreement.

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

The Chairman asked the Commissioners to vote on the substitute motion to appropriate up to \$4,700 for electrical repairs at the Fairgrounds with the County Executive and President of the Fair Board in agreement.

FOR:

Scott Ebersole
Tom Short
David Gentry
Ron Williamson
John Ludwig
Chris Savage
Reggie Shanks
Joe Trobaugh
Mike Medley

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

AGAINST:

Jerry Ford
Anna Ruth Burroughs

Marsha Bowman

ABSENT:

Terry Randolph

Bob Duncan

The Clerk announced nineteen (19) voted for, three (3) voted against, and two (2) absent. The motion carried.

ANNOUNCEMENTS AND STATEMENTS

EMPLOYEE OF THE MONTH: NONE

CITIZEN OF THE MONTH: NONE

MEETING RECESSED UNTIL JUNE 27, 2013 AT 6:00 PM

AFTER MUCH DISCUSSION ANOTHER MOTION WAS MADE

Motion: Recommends that the Fairgrounds Manager Committee study the possibility of hiring a Fairgrounds Manager/Groundskeeper to work for the County Commission.

**Dr. Pat Bagley-TTU
Kim Bradford-County Commissioner/Board Member
Laura Canada-Chamber of Commerce
Scott Chadwell-Extension Office
Bill Dyer-Fair Board President
Steve Pierce-County Commissioner/Sports Authority
Terry Randolph-County Commissioner
Cathy Reed-County Commissioner/Board Member
Chuck Sparks-B B & T Insurance
Matt Swallows-Cookeville Mayor**

Made By: Williamson
Seconded: Martin

VOICE VOTE

APPROVED

Item #4 Any other business

NONE

ADJOURNED

Made By: Maynard VOICE VOTE APPROVED
Seconded: Blair

Item #6 Continuing Resolution

Motion: Recommends approval of a Resolution to Adopt a Continuing Budget and Tax Rate for the Fiscal Year beginning July 1, 2013, and to Authorize the Issuance of Tax Anticipation Notes for Putnam County, Tennessee.

Made By: Maynard VOICE VOTE APPROVED
Seconded: Pierce

Item #7 Resolution for adopting policies and procedures for the Administration of Federally Tax-exempt Debt Obligations.

Motion: Recommends approval of a Resolution Adopting Policies and Procedures for the Administration of Federally Tax-exempt Debt Obligations.

Made By: Maynard VOICE VOTE APPROVED
Seconded: Pierce

Item #8 Consider recessing Full Commission and coming back in session to approve any GASB 34 amendments and any other year end amendments.

Motion: Recommends approval to recess the June 17, 2013 meeting and come back in session on Thursday, June 27, 2013 at 6:00 PM.

Made By: Neal VOICE VOTE APPROVED
Seconded: Duncan

Item #9 Software for Circuit and General Sessions Court

Motion: Recommends approval to enter into an agreement to purchase software from Local Government Data Processing Corp, the TnCIS program.

Made By: Medley VOICE VOTE APPROVED
Seconded: Neal

Item #10 Discussion for Tax freeze for elderly citizens 65 and older Marsha Bowman asked the Committee to discuss this issue again since it has not been studied since 2009.

Motion: Recommends approval to set up a Committee to study Tax Freeze for Senior Citizens. The Committee also recommends that 5 people be appointed to this committee and recommends that Bob Duncan, Sue Neal and Freddie Nelson be members and for the Commission Chairman to appoint the other members.

Made By: Ford VOICE VOTE APPROVED
Seconded: Atwood

Item #11 **Discussion on hiring private Auditors to audit Putnam County.**

Motion: **Recommends that the Audit Committee further study contracting with private CPA accountants and look at doing this for the 2014 audit.**

Made By: Duncan
Seconded: Maynard

VOICE VOTE

APPROVED

Will be brought back at a later date

Any other Business

NONE

ADJOURNED