

MINUTES
OF
PUTNAM COUNTY COMMISSION
MARCH 17, 2014

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 March 17, 2014 there was a regular meeting of the Putnam County Board of Commissioners.

There were present and presiding the Chairman, Chris Savage and County Clerk, Wayne Nabors.

The Sheriff, David Andrews called the meeting to order.

The Chairman Chris Savage, recognized Commissioner Mike Medley for the Invocation.

The Chairman Chris Savage, recognized Commissioner Joe Trobaugh to lead the Pledge to the Flag of the United States of America.

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

PRESENT:

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

ABSENT:

Anna Ruth Burroughs	Eris Bryant
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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 Resolution of Putnam County Tennessee Declaring its Intent to Participate in the Tennessee Adventure Tourism and Rural Development Act of 2011 by Developing a Certified Adventure Tourism District Plan under Resolutions as Item 3C. Commissioner Kevin Maynard moved and Commissioner Steve Pierce 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, March 17, 2014 6:00PM

Presiding: Honorable Chris Savage
Commission Chairman

1. Call to Order - Sheriff David Andrews
2. Invocation *District 7*
3. Pledge to the Flag of the United States of America *District 7*
4. Roll Call - County Clerk Wayne Nabors
5. Approval of the Agenda
6. Approval of the Minutes of Previous Meeting
7. Unfinished Business and Action Thereon by the Board
 - A. Report of Standing Committees
 1. Planning Committee
 2. Fiscal Review Committee
 3. Nominating Committee
 - B. Report of Special Committees
 - C. Other Unfinished Business
8. New Business and Action Thereon by the Board
 - A. Report of Standing Committees
 1. Planning Committee
 - a. Comes WITHOUT RECOMMENDATION the consideration of the change of Bylaws presented by the Putnam County Fair Board.
 - b. Recommends approval of the Regional Planning Commission recommendation to correct measurements for Old Ridge Road and make changes to the Road Inventory List.

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 Mike Medley moved and Commissioner Joe Trobaugh seconded the motion to approve the Minutes of the February 18, 2014 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 February 18, 2014 meeting of the Putnam County Board of Commissioners. The motion carried.

UNFINISHED BUSINESS AND ACTION THEREON BY THE BOARD

REPORT OF STANDING COMMITTEES

PLANNING COMMITTEE: No unfinished business.

FISCAL REVIEW COMMITTEE: No unfinished business.

NOMINATING COMMITTEE: No unfinished business.

REPORT OF SPECIAL COMMITTEES:

OTHER UNFINISHED BUSINESS: None

NEW BUSINESS AND ACTION THEREON BY THE BOARD

REPORT OF STANDING COMMITTEES

PLANNING COMMITTEE

MOTION RE: COMES WITHOUT RECOMMENDATION THE CONSIDERATION OF THE CHANGE OF BYLAWS PRESENTED BY THE PUTNAM COUNTY FAIR BOARD

(SEE ATTACHED)

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March 4, 2014
Memorandum

TO: The Putnam County Commission
FROM: John Allen, President, Putnam County Fair Board
RE: Bylaws of the Putnam County Fair Board

Greetings to Each of You:

The Putnam County Fair Board is sending you our revised bylaws. You ask at a fall Commission meeting that we look at them and think about increasing the size of the fair board. We told you we were doing this when we sent you our recommendation for our 15th Board member. We told you then we would be asking you for more autonomy in the selection of Fair Board members. However, our plan for doing this was moved up because of continuing communication and pressure from some of you to take you out of the selection process because you were losing votes over it – your words, not mine.

Some of you have told us you feel the fair board should have complete autonomy from the County Commission. And, one of you told me personally that the selection of new fair board members is the hardest job you have during the year.

I was invited to one of your Commission Work Sessions on a recent Saturday morning to hear discussion about the future of the fairgrounds. I listened. Near the end of the conversation, when I was asked for my thoughts, I shared with you a totally new process we have discussed of how we might recruit new board members, have a questionnaire filled out by them, interview them and then send five names to the Commission for approval. When I got to the “send five names to the Commission” there was a lot of quick and negative responses that many of you did not like the idea of sending you names for approval. Again, I perceived that to mean you wanted us to manage our own process.

Our revised bylaws takes you out of the selection process for new Fair Board Member process and allows us the authority to manage that process ourselves through a publicly announced process. **The Board would continue to be linked directly to the Putnam County Executive** as we have been in the past. We all feel this is a very important connection to maintain. We discussed keeping this connection with the County Executive Thursday evening at our board meeting and all present agreed to this.

Please understand we are responding to you in making these changes. You asked us to do it through multiple ways, phone, face to face, and at least one meeting. We are trying to respond to you and the pressure we have felt in the last few months of trying to move forward as a board and work with you in a more compatible way.

Communication is extremely important and it is possible we have missed some messages. If so, please share with us how we can more effectively work with you to accomplish the things we are charged with doing. We are not trying to do anything other than respond to you and what you wanted us to do.

We have a great Fair Board focused on delivering the best Putnam County Fair our

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resources will support. We are focused on citizens being the center of all we do and trying to create a better life for all of us in Putnam County.

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BY-LAWS
OF
PUTNAM COUNTY AGRICULTURAL & INDUSTRIAL FAIR, INC.

ARTICLE I

Name

The organization shall be known as the Putnam County Agricultural & Industrial Fair, Inc.

ARTICLE II

No members

The corporation shall not have any members and accordingly, all authority that would otherwise be reposed in members shall be exercised by the Board of Directors of the Corporation as and to the extent provided or permitted by applicable law.

ARTICLE III

Objectives and Purpose

SECTION 1 The objective of this organization shall be to promote agriculture and industry, and to improve the quality of life in Putnam County, Tennessee.

SECTION 2 The primary responsibilities of this organization shall be:

- a. To conduct the annual fair in Putnam County, Tennessee, including the planning, supervising, and financing of said fair.
- b. To work in conjunction with the Putnam County Executive or his/her designee who manages, oversees, supervises, and utilizes the physical facilities where said fair is conducted during the entire calendar year.

ARTICLE IV

Rights and Liabilities of Directors

SECTION 1. **Property interest of Directors.** No Director of the Corporation shall have any right or interest in or to any property or assets of the Corporation either prior to or at the time of any liquidation or

dissolution be transferred to another non-profit corporation to be determined by the Board of Directors.

SECTION 2. Non-liability for debts. The private property of the Directors shall be exempt from execution or other liability for any debts of the Corporation and no Director shall be liable or responsible for any debts or liabilities of the Corporation.

SECTION 3. Code of Ethics

- (A) A Director shall recuse himself from discussion and voting if a potential conflict of interest exists.
- (B) A conflict may result where a member has a personal or private interest in a matter proposed or pending before the Board; where a member stands to gain or lose financially as a result of a position taken by the Board; or where a member believes that he or she cannot fairly and impartially discharge his or her duties.
- (C) Sitting or current Directors are not eligible to compete for or win any prize or premiums offered by the Putnam County Agricultural & Industrial Fair, Inc.

ARTICLE V

SECTION 1. General powers. The business and affairs of the Corporation shall be managed by a Board of Directors which shall exercise all of the powers of the Corporation. Among other duties, the Board of Directors shall act as custodian for all records and property of this organization; allocate funds for the operation expenses and prizes; and approve the preparation, publication, and distribution of the premium list for the Putnam County Fair.

SECTION 2. Appointment and tenure of office. The official governing body of this organization shall be a Board of Directors consisting of fifteen (15) members. A Director shall be nominated and elected in the following manner:

- (A) A member of the Board of Directors shall be a resident of Putnam County, Tennessee. As much as possible, it is the intent of the Corporation to have representation on the Board of Directors from all areas of Putnam County, Tennessee; however, a Director's place of residence shall not disqualify him from serving on the Board, so long as the Director resides within Putnam County, Tennessee.

- (B) No proposed Director may be nominated by the Board of Directors, appointed to fill any vacancy, nor elected to serve on the Board of Directors if said proposed Director is an immediate relative (i.e. a spouse or a relative in the first degree of kinship as defined by the Tennessee Code of Annotated) to a currently sitting member of the Board of Directors.

- (C) Candidates for the Board may apply to become a board member, or may be nominated by a current sitting Director, with each sitting Director limited to one nomination. A formal process will be maintained by the board and publicly announced for selecting, nominating, and electing new board members.

- (D) A non-voting Advisory Board of interested citizens who are involved in and supportive of the Putnam County Fair may be organized by the Board of Directors.

SECTION 3. Vacancies. A vacancy in the Board of Directors occurring by reason of death, resignation or other cause shall be filled by the method of selection as follows:

Candidates to fill the vacancy may apply or shall be nominated from the Directors at the next regular meeting following the vacancy, with each sitting Director limited to one nomination. The selection process shall be the same as outlined in Section 2 (C).

SECTION 4. Compensation. Neither Directors nor officers shall receive any salary for their services. Staff personnel may be employed and at salaries and duties determined by the Board of Directors.

SECTION 5. Advisors. No professional employee in agriculture or home economics, no school superintendent, nor supervisor of any department within Putnam County Government shall be eligible to serve on the Board of Directors. Said persons are encouraged to serve as advisors to the Board of Directors.

ARTICLE VI

Meeting of Directors

SECTION 1. Regular meetings. The Board of Directors shall meet at least monthly on the first Thursday night at 6:00 p.m. CST for the

purpose of transacting such business as may come before the meeting. Attendance at each regular meeting of the Board of Directors is expected. A roll call shall be taken at each meeting for the purpose of ascertaining attendance.

SECTION 2. Special meetings. Special meetings of the Board may be called by the President or any three Directors, and it shall thereupon be the duty of the Secretary to cause notice of such meetings to be given as hereinafter provided. The President or Directors calling the meeting shall fix the time and place for conducting said meeting.

SECTION 3. Notice of Directors' meetings. Written notice of the time, place and purpose of any special meeting of the Board shall be delivered to each Director not less than three (3) days previous thereto either personally or by email or U.S. mail, by or at the direction of the Secretary, by the President or the Directors calling the meeting. If the U.S. mail is used, such notice shall be deemed to be delivered when deposited in the United States mail addressed to the Director at his address as it appears on the records of the Corporation, with postage thereon prepaid. Notice of any meeting of the Board of Directors, as to time and place, shall be publicly advertised prior to the meeting so that all interested parties can attend.

SECTION 4. Quorum. A majority of the total membership of the Board shall constitute a quorum; provided that if less than such majority of the Directors is present at said meeting, a majority of the Directors present may adjourn the meeting from time to time, provided that the Secretary shall notify any absent Directors of the time and place of such adjourned meeting.

SECTION 5. Voting. Except as provided in Section 4 regarding adjourned meetings, any action of the Board of Directors on which a vote is taken shall require a majority of the entire number of Directors sitting on the Board of Directors to be the act of the Board of Directors.

SECTION 6. Expulsion or Termination of Directors

- (A) Any member of the Board of Directors is subject to removal by the Board of Directors.
- (B) Grounds for removal may include, but are not limited to:
 - (1) Any member of the Board of Directors who misses more than four (4) regular meetings without proper excuse during the year. Any member of the Board of Directors who does not participate in the activities or committees of the Board, is subject to removal.

- (2) Any member of the Board of Directors is subject to dismissal for other reasons deemed by the Board of Directors as inappropriate action or conduct.

SECTION 7. Robert's Rules of Order. Meetings of the organization shall be governed by the latest edition of Robert's Rules of Order. Minutes of each meeting will be recorded by the Secretary/Treasurer and made available at subsequent meetings and filed with the official records of the organization.

ARTICLE VII

Officers

SECTION 1. Number. The Officers of the Corporation shall be President, Vice President, Secretary, Treasurer, Assistant Treasurer and such other officers as may be determined by the Board from time to time to perform such duties as may be designated by the Board. All of the officers shall be members of the Board. The offices of Secretary and Treasurer may be held by the same person.

SECTION 2. Election and term of office. The Officers shall be elected by the Board at the regular October meeting of the Board. If the election of officers shall not be held at such meeting, such election shall be held as soon thereafter as conveniently may be. Each officer shall hold office until the next regular October meeting of the Board or until his successor shall have been elected. Except as otherwise provided in these By-Laws, the vacancy in any office shall be filled by the Board for the unexpired portion of the term. The unexpired term of an officer may be filled by the Board of Directors at any meeting.

SECTION 3. Removal of officers and agents by Directors. Any officer or agent elected or appointed by the Board may be removed by the Board whenever in its judgment the best interest of the Corporation will be served thereby.

SECTION 4. President. The President.

- (a) shall preside at all meetings of the Board.
- (b) shall perform duties as may be prescribed by the Board from time to time.
- (c) shall be the principal executive officer of the Corporation.
- (d) may sign any contracts or other instrument authorized by the Board to be executed, except in cases in which the signing and

- execution thereof shall be expressly delegated by the Board or by these By-Laws to some other officer or agency of the Corporation, or shall be required by law to be otherwise signed or executed, and
- (e) shall in general perform all duties incident to the office of the President of the Corporation.

SECTION 5. Vice President. There shall be a Vice President. The Vice President shall act in the absence of the President or in the event of his inability or refusal to act, and when so acting, the Vice President shall also perform other such duties as from time to time may be assigned to him by the Board.

SECTION 6. Secretary. The Secretary shall

- (a) keep the minutes of the meetings of the Board in one or more books provided for that purpose;
- (b) see that all notices are duly given in accordance with these By-Laws or as required by law;
- (c) be custodian of the corporate records of the Corporation;
- (d) keep a register of the names and post office and email addresses of all Directors and Officers;
- (e) keep on file at all times a complete copy of the Charter of Incorporation containing all amendments thereto which copy shall always be open to the inspection of any Director, and at the expense of the Corporation forward a copy of the By-Laws and of all amendments thereto to each Director; and
- (f) in general, perform all duties incident to the office of Secretary, and such other duties as from time to time may be assigned to him by the Board.

SECTION 7. Treasurer. The Treasurer shall

- (a) have charge and custody of and be responsible for all funds and securities of the Corporation; as such, the Treasurer shall work with any financial service or accountant hired by the Board.
- (b) be responsible for the receipt of and the issuance of receipts for the deposit of all such

- monies in the name of the Corporation in such banks as shall be selected in accordance with the provisions of these By-Laws, and
- (c) in general, perform all duties incident to the office of Treasurer, and such other duties as from time to time may be assigned to him by the Board.
 - (d) give financial report and submit a complete financial statement at each regular meeting of the Board.

SECTION 8 Assistant Treasurer. There shall be an Assistant Treasurer. The Assistant Treasurer shall act in the absence of the Treasurer or in the event of his inability or refusal to act, and when so acting, the Assistant Treasurer shall also perform such duties as from time to time may be assigned to him by the Board.

SECTION 9 Bonds of Officers. The Treasurer and any other officers or agency of the Corporation charged with responsibility for the custody of any of its funds or property shall give bond in such sum and with such surety as the Board shall determined. If the Board in its discretion requires the Treasurer or any other officer, agent or employee of the Corporation to give bond in such amount and with such surety, such expenses for the same will be paid by the Board.

ARTICLE VIII

Non-Profit Corporation

The Corporation shall at all times be operated on a non-profit basis, and no interest shall be paid or be payable by the Corporation to any Director as such.

ARTICLE IX

Financial Transactions

SECTION 1. Contracts. Except as otherwise provided in these By-Laws, the Board may authorize any officers, or agents, to enter into any contract or execute and deliver any instrument in the name and on behalf of the Corporation and such authority may be general or confined to specific instances. All contracts must be signed by two officers once it has been initialed and approved by the Board Member responsible for the contract.

SECTION 2. Rules and Regulations. The Board shall have power to make and adopt such rules and regulations not inconsistent with law, the Charter of Incorporation or by these By-Laws, as it may deem advisable for the management of the business and affairs of the Corporation.

SECTION 3. Accounting systems and reports. The Board shall cause to be established and maintained, in accordance with generally accepted principles of accounting an appropriate accounting system. The Board of Directors shall provide for an independent audit of the books of the Corporation to be performed annually.

SECTION 4. Loans. No loans shall be contracted on behalf of the Corporation and no evidence of indebtedness shall be issued in its name unless authorized by the Board of Directors. Such authority may be general or confided to specific instances. No officer, board member, employee, nor volunteer of the Putnam County Agricultural & Industrial Fair, Inc. has authority to contract a debt of any nature unless the Board of Directors has approved the nature and amount of said debt.

SECTION 5. Checks, Drafts or Orders. All checks, drafts or other orders for the payment of money by or to the corporation, and all notes and other evidence of indebtedness issued in the name of the corporation shall be signed by at least two officers or officers, agent, or agents of the corporation and in such manner as shall from time to time be determined by resolution of the Board of Directors.

SECTION 6. Bank Deposits. All funds of the corporation not otherwise employed shall be deposited from time to time to the credit of the corporation in such banks, trust companies or other depositories as the Board of Directors may select.

ARTICLE XI

Committees

SECTION 1. Committees. The Board of Directors may, by resolution, create one or more committees and appoint members of the Board to serve on any one or more of such committees. Each committee shall have at least one member who shall serve at the pleasure of the Board. A majority of any committee shall constitute a quorum and a majority of a quorum is necessary for committee action. Vacancies in the membership of any committee shall be filled by the Board of Directors.

SECTION 2. Standing Committees. There shall be two standing committees of the Board of Directors: Operations Committee and Events Committee. Each committee shall be comprised of seven members of the Board of Directors each appointed by the President at the regular October meeting of the Board of Directors. The President shall be a non-voting member of each standing committee. Each standing committee shall elect its own chairman, vice chairman, and secretary. A majority of any standing committee shall constitute a quorum and a majority vote of a quorum is necessary for standing committee action.

ARTICLE XII

Amendments

These By-Laws may be altered, amended or repealed by the affirmative vote of two-thirds of the Directors then in office, at any regular or special meeting; provided the notice of such meeting shall have contained a copy of the proposed alterations, amendment or repeal.

Any proposed changes to these By-Laws must be submitted in writing to all members of the Board of Directors a minimum of fifteen (15) days prior to consideration of any regular or special meeting.

IN WITNESS WHEREOF, the undersigned have hereunto set their hands and seals this day of 27th February, 2014.

**PUTNAM COUNTY AGRICULTURAL &
INDUSTRIAL FAIR, INC.
Electronically transmitted.**

Director, President

Director

Director

Director

Director

Director

Director

No formal resolutions or attachments are appended with this document at this time. 2/27/2014

MOTION RE: SEPARATE THE FAIR BOARD AND PUTNAM COUNTY TO RESULT IN THE FAIR BOARD BEING A COMPLETELY AUTONOMOUS ENTITY FROM THE COUNTY EFFECTIVE OCTOBER 1, 2014. THE FAIR BOARD WOULD THEN UTILIZE THE PUTNAM COUNTY FAIRGROUNDS UNDER A RENTAL AGREEMENT AS THOSE ENTERED INTO BETWEEN THE COUNTY AND OTHER ENTITIES WISHING TO MAKE USE OF THE PUTNAM COUNTY FAIRGROUNDS AND RELATED FACILITIES

Commissioner Ron Williamson moved and Commissioner John Ludwig seconded the motion to separate the Fair Board and Putnam County to result in the Fair Board being a completely autonomous entity from the County effective October 1, 2014. The Fair Board would then utilize the Putnam County Fairgrounds under a rental agreement as those entered into between the County and other entities wishing to make use of the Putnam County Fairgrounds and related facilities.

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

MOTION RE: AMEND THE MOTION TO LEAVE THE FAIR BOARD RULES AS THEY ARE

Commissioner Mike Medley moved and Commissioner David Gentry seconded the amended motion to leave the Fair Board Rules as they are.

The Chairman asked for discussion on the amended motion to leave the Fair Board Rules as they are. The Commissioners discussed the motion.

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

FOR:

David Gentry
Jerry Ford
Chris Savage
Joe Trobaugh
Mike Medley

Sue Neal
Kevin Maynard
Marsha Bowman

AGAINST:

Scott Ebersole
Tom Short
Ron Williamson
John Ludwig
Terry Randolph
Reggie Shanks

Jonathan Williams
Daryl Blair
Kim Bradford
Jim Martin
Bob Duncan
Steve Pierce
Mike Atwood
Cathy Reel

ABSENT:

Anna Ruth Burroughs

Eris Bryant

The Clerk announced that eight (8) voted for, fourteen (14) voted against, zero (0) abstained, and two (2) absent. The motion failed.

The Chairman asked the Commissioners to vote on the original motion to separate the Fair Board and Putnam County to result in the Fair Board being a completely autonomous entity from the County effective October 1, 2014. The Fair Board would then utilize the Putnam County Fairgrounds under a rental agreement as those entered into between the County and other entities wishing to make use of the Putnam County Fairgrounds and related facilities. The Commissioners voted as follows:

FOR:

Scott Ebersole
Tom Short
Ron Williamson
John Ludwig
Terry Randolph
Chris Savage
Reggie Shanks

Jonathan Williams
Daryl Blair
Kim Bradford
Jim Martin
Bob Duncan
Steve Pierce
Mike Atwood
Cathy Reel

AGAINST:

David Gentry
Jerry Ford
Joe Trobaugh
Mike Medley

Sue Neal
Kevin Maynard
Marsha Bowman

ABSENT:

Anna Ruth Burroughs

Eris Bryant

The Clerk announced that fifteen (15) voted for, seven (7) voted against, zero (0) abstained, and two (2) absent. The motion carried.

MOTION RE: THE PLANNING COMMITTEE RECOMMENDS APPROVAL OF THE REGIONAL PLANNING COMMISSION RECOMMENDATION TO CORRECT MEASUREMENTS FOR OLD RIDGE ROAD AND MAKE CHANGES TO THE ROAD INVENTORY LIST

Commissioner Jonathan Williams moved and Commissioner Jim Martin seconded the motion to approve the Regional Planning Commission Recommendation to correct measurements for Old Ridge Road and make changes to the Road Inventory List.

The Chairman asked for discussion on the motion to approve the Regional Planning Commission Recommendation to correct measurements for Old Ridge Road and make changes to the Road Inventory List. There was none.

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

MOTION RE: THE PLANNING COMMITTEE RECOMMENDS THAT THE NAME OF THE SOCCER COMPLEX BE "THE PUTNAM COUNTY SPORTS COMPLEX"

Commissioner Jonathan Williams moved and Commissioner Daryl Blair seconded the motion to approve the name of the Soccer Complex be "The Putnam County Sports Complex."

(SEE ATTACHED)

Item for full commission agenda

From: Joyce Hanaway (joycehi@hotmail.com)
Sent: Wed 3/05/14 2:30 PM
To: dfrancis@putnamco.org (dfrancis@putnamco.org)

To: Debbie Francis
From: Joyce Hanaway, Dir., Parks & Rec
Date: March 5,,2014
Re: Commission Agenda

Hi Debbie,

This is a letter requesting an issue of importance be on the agenda for the next full commission meeting.

I would like to recommend to the Commission, a name change for the county complex located next to the high school. It is, and has always been, referred to as the "Upper Cumberland Soccer Complex". This has continued to cause a problem in the community, because it implies it is only for soccer participants. However, the original proposal lists numerous groups and sporting events to be participants at the complex. I propose it be renamed the "Upper Cumberland Sports Complex", I believe this will eliminate bias, or leverage for any one sport in the community. Also, the name change simply sounds more user friendly for all groups.

Respectfully requested,
Joyce Hanaway, Director
Putnam County Parks & Recreation

Putnam County Sports
Complex
Planning
Recommendation

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The Chairman asked for discussion on the motion to approve the name of the Soccer Complex be "The Putnam County Sports Complex." There was none.

The Chairman asked for a voice vote on the motion to approve the name of the Soccer Complex be "The Putnam County Sports Complex." The motion carried.

FISCAL REVIEW COMMITTEE

MOTION RE: FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF BUDGET AMENDMENTS TO THE COUNTY GENERAL / SPORTS AND RECREATION FUNDS AS PRESENTED

Commissioner Scott Ebersole moved and Commissioner Jim Martin seconded the motion to approve the Budget Amendments to the County General / Sports and Recreation Funds as presented.

(SEE ATTACHED)

Putnam County Budget Amendment/Transfer Authorization Form

Department **COUNTY GENERAL FUND**

<u>Fund #</u>	<u>Account #</u>	<u>Account Description</u>	<u>Current Approved Amount</u>	<u>Debit</u>	<u>Credit</u>	<u>Amount Requested</u>	<u>Amount Expended (Received) YTD</u>
101	58900-332	Legal Notices <i>payment of Delinquent Property Taxes</i>	2,425		12,047	14,472	1,243
101	#44540	Sale of Property	0	21,600		21,600	29,600
101	#39000	Fund Balance			9,553		
See memo from County Attorney							
101	91190-399	Government Projects Contracted Services	0		91,788	91,788	0
101	#47230	Disaster Relief		74,788			51,000
	#39000	Fund Balance - For matching		17,000			
<i>This amendment is for Tornado clean up projects already approved</i>							
101	99100-590	Transfer to Other Fund			17,255		0
101	#34585	Parks & Recreation Reserve		17,255			
123	#49800	Transfer In		17,255			
123	56700-799	Capital Outlay			17,255		
<i>This amendment is for Monterey Pool Repair to cover bid price</i>							

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Wimberly Lawson Wright Daves & Jones, PLLC

Attorneys & Counselors at Law

1420 Neal Street
Suite 201
PO Box 655
Cookeville, TN 38503-0655
931-372-9123 tel
931-372-9181 fax

Jeffrey G. Jones, Regional Managing Member
jjones@wimberlylawson.com

Of Counsel:
Bob E. Lype & Associates
Chattanooga, TN
423-602-7300 tel

February 10, 2014

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

Re: Sale Luther W. Keith et ux Cora Keith Property
1760 Gainesboro Grade, Cookeville, Tennessee

Dear Debby:

Pursuant to our telephone conversation of February 3, 2014, it is going to be necessary to forward \$12,047.27 to the Clerk and Master's office for the payment of the delinquent property taxes for the above property.

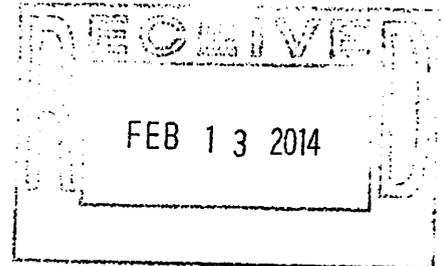
Should you have questions, please do not hesitate to give me a call.

Sincerely,

Jeffrey G. Jones
For the Firm

JGJ/jk

Received
\$11,600- 12-13
Sale of Land
#44540



The Chairman asked for discussion on the motion to approve the Budget Amendments to the County General / Sports and Recreation Funds as presented. 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
Terry Randolph
Chris Savage
Reggie Shanks
Joe Trobaugh
Mike Medley

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

AGAINST:

Tom Short

ABSENT:

Anna Ruth Burroughs

Eris Bryant

The Clerk announced that twenty-one (21) voted for, one (1) voted against, zero (0) 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

Commissioner Scott Ebersole moved and Commissioner Daryl Blair seconded the motion to approve Budget Amendments to the General Purpose School Fund.

(SEE ATTACHED)

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Department of Education Putnam County

Mr. Jerry Boyd, Director of Schools

Board of Education
Dr. Janet Moore, Chair
Eric Brown, Vice-Chair

1400 East Spring Street
Cookeville, Tennessee 38506-4313
Phone (931) 526-9777
FAX (931) 372-0391

Board Members
Kim Cravens
Dawn Fry
Jerry Maynard
David McCormick

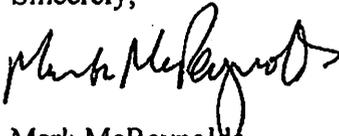
February 27, 2014

Honorable Commissioners
Putnam County Courthouse
Cookeville, TN 38501

Honorable Commissioners:

Please consider approval of a budget amendment to the General Purpose School Fund, as submitted.

Sincerely,



Mark McReynolds
Putnam County Board of Education

Enclosures:

- To budget for receipt of donation from U-Trust for blended learning classroom technology purchases at White Plains Academy.

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

FOR:

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

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

ABSENT:

Anna Ruth Burroughs

Eris Bryant

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

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS NOT TO ADOPT THE TAX FREEZE PROGRAM AND TO CONTINUE WITH THE CURRENT TAX RELIEF PROGRAM

Commissioner Scott Ebersole moved and Commissioner Kevin Maynard seconded the motion to not adopt the Tax Freeze Program and to continue with the current Tax Relief Program.

The Chairman asked for discussion on the motion to not adopt the Tax Freeze Program and to continue with the current Tax Relief Program. The Commissioners discussed the motion.

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

FOR:

Scott Ebersole
Tom Short
Jerry Ford
Ron Williamson
John Ludwig
Terry Randolph
Chris Savage
Joe Trobaugh
Mike Medley

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

AGAINST:

David Gentry
Reggie Shanks

Marsha Bowman

ABSENT:

Anna Ruth Burroughs

Eris Bryant

The Clerk announced that nineteen (19) voted for, three (3) against, zero (0) abstained, and two (2) absent. The motion carried.

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF THE PAYSACLE COMMITTEE'S RECOMMENDATION TO CHANGE SALARIES FOR CERTAIN EMPLOYEES

Commissioner Scott Ebersole moved and Commissioner Daryl Blair seconded the motion to approve the Payscale Committee's recommendation to change salaries for certain employees.

(SEE ATTACHED)

30

MINUTES OF Payscale COMMITTEE MEETING

FEBRUARY 21, 2014, @ NOON
COUNTY EXECUTIVE'S OFFICE

PRESENT

DAVID ANDREWS
TERRY RANDOLPH
JIM MARTIN
DARYL BLAIR
KIM BLAYLOCK
ERIS BRYANT
LINDA REEDER
HAROLD BURRIS

Meeting was called to order by Eris Bryant.

Eris Bryant was appointed Chairman unanimously.

Linda Reeder was appointed Secretary unanimously.

PRESENTER: DAVID ANDREWS

PURPOSE: Regarding changing position of employee stemming from the changes in positions as a result of the Bridge Bill recently implemented by the county commission.

The employee in question was a road deputy who was certified with 15 years experience and lost this position when the new bill came into effect (because of his age which is 60). He remains employed and is now in the position of Corrections Officer. David requested that his pay remain the same as that of a road deputy.

After some discussion, Jim Martin made the motion that he be classified as a Corrections Officer with 15 years experience which would be a grade 5 with the salary of \$40,000.00. The employee is Bobby Hunter.

Harold Burris seconded the motion.

Motion carried.

David then requested changes in other employees' wages which would require a total increase of \$21,000.00 per year for the adjustments in pay and would require no new money.

He requested the following:

5 FTOS (FIELD TRAINING OFFICER) a \$500.00 raise (now \$25,000)	\$2,500.00
6 Corporals a \$750.00 raise (now \$25,250)	\$4,500.00
1 Corrections Officer raise \$1,000.00 (now \$26,000)	\$1,000.00
4 Sergaents raise \$2,000.00 (now 26,000)	\$8,000.00
1 C.O. Sgt. raise \$3,000.00 (now \$27,000)	\$3,000.00
4 FTOs (give them \$500.00 more a year)	\$2,000.00
	<hr/>
	\$21,000.00

Jim Martin made the motion to approve this request.

Terry Randolph seconded.

Motion carried.

Meeting adjourned at 12:50 p.m.

RESPECTFULLY SUBMITTED,



Short
Gantrell
&
new Per
Co Comm.

CO Presently 25000
MAKE FTD *25500
5 FTD RAISE = 2500⁰⁰

\$34,000
\$36,000
\$36,000
\$35,000
\$32,000
\$24,750
\$45,000

\$242,750

CO Cpl Presently 25250
MAKE Cpl 26,000
6 Cpls @ 750 RAISE = 4500
1 cpl @ 1000 = 1000
5500

\$25,000
\$25,000
\$25,000
\$25,000
\$25,000
\$25,000
150,000

CO Sgt Presently 26,000
MAKE Sgt 28,000
4 Sgts @ 2000 = 8000

CO Ssgt Presently 27000
MAKE Ssgt 30000
1 Ssgt @ 3000 = 3000
TOTAL 19000

392,750⁰⁰

Bonus 4 FTD on Rd @ 500 RAISE =
200 2000⁰⁰

Tennessee Sheriffs' Association
SAVIN Program

Short
Gantrell
↓
new Per
Co Comm.

Officers who left due to the Bridge Bill	Salary	Replaced With	
Bennett, Larry	\$43,000	Farley, Kyle	\$34,000
Lane, bobby	\$43,000	Maxwell, Zach	\$36,000
Ledbetter, Charles	\$44,000	Roberts, Matt	\$36,000
Nash, Joe Henry	\$46,000	Barnett, Lonnie	\$35,000
Smith, Rick	\$46,000	Scott, Matt	\$32,000
Morphew, Harold	\$38,750	Savage, Colby	\$24,750
Golden, Red	\$46,000	Maxwell, Brian	\$45,000

Total **\$306,750** **\$242,750**
Savings to Putnam County **\$64,000**

Corrections Officer Savings		Replaced With	
Farley, Kyle	\$31,000	Hacker, Erica	\$25,000
Maxwell, Zach	\$34,000	Ragsdale, Craig	\$25,000
Roberts, Matt	\$33,000	Vokoun, Curt	\$25,000
Barnett, Lonnie	\$32,000	Rollins, Brent	\$25,000
Scott, Matt	\$29,000	Tyree, Mark	\$25,000
Meadows, Caleb	\$29,000	Wilson, Jared	\$25,000
Total	\$188,000		150,000
Savings To County		38,000	

494,750

392,750

102,000

The Chairman asked for discussion on the motion to approve the Payscale Committee's recommendation to change salaries for certain employees. The Commissioners discussed the motion.

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

FOR:

Scott Ebersole
Jerry Ford
Ron Williamson
John Ludwig
Terry Randolph
Reggie Shanks

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

AGAINST:

Tom Short
David Gentry
Chris Savage
Joe Trobaugh
Mike Medley

Steve Pierce

ABSENT:

Anna Ruth Burroughs

Eris Bryant

The Clerk announced that sixteen (16) voted for, six (6) voted against, zero (0) abstained, and two (2) absent. The motion carried.

MOTION RE: DISCUSS THE RAILS PROGRAM

(SEE ATTACHED)

35

RAILS TO TRAILS - QUALITY OF LIFE FUND

Expenditures:

	<u>FY 07</u>	<u>FY 08</u>	<u>FY 09</u>	<u>FY 10</u>	<u>FY 11</u>	<u>FY 12</u>	<u>FY 13</u>	<u>TOTAL PROJECT</u>
Crouch Engineering Master Plan	64,000.00	6,000.00						70,000.00
Crouch Engineering Contract		193,250.00	73,500.00	5,250.00				272,000.00
Crouch Engineering - ADA changes				1,640.00				1,640.00
Crouch Engineering - easement stakeout				4,500.00				4,500.00
Crouch Engineering - Legal descriptions					2,500.00			2,500.00
Clinton Engineering - Plan Revisions						35,100.00	50,727.13	85,827.13
ROW Appraisal & Review (rr lease)				10,700.00				10,700.00
ROW Acquisition							500.00	500.00
Publications		17.85	57.20	122.20				197.25
Travel			215.28					215.28
Legal Services & title searches			1,388.75	6,527.75	49.50	625.00		8,591.00
Office Supplies		36.35		49.37				85.72
Miscellaneous Expense		1,972.70	706.23	118.59				2,797.52
Lease Pmt Initial					50,000.00			50,000.00
Trailheads - UCDD					5,000.00			5,000.00
Trailheads - Victor Stanley					5,528.00			5,528.00
Trailhead Construction					288,200.00			288,200.00
TOTAL EXPENDITURES	64,000.00	201,276.90	75,867.46	28,907.91	351,277.50	35,725.00	51,227.13	808,281.90

36

Funding Sources:

	<u>FY 07</u>	<u>FY 08</u>	<u>FY 09</u>	<u>FY 10</u>	<u>FY 11</u>	<u>FY 12</u>	<u>FY 13</u>	<u>TOTAL PROJECT</u>
GRANTS:		(156,626.90)	(61,167.46)	(24,452.00)	(191,364.00)	(28,080.00)	(40,981.70)	(502,672.06)
LOCAL MUNICIPALITIES:	(64,000.00)	(44,650.00)	(14,700.00)	(4,455.91)	(159,913.50)	(7,645.00)	(10,245.43)	(305,609.84)
TOTAL SOURCES	(64,000.00)	(201,276.90)	(75,867.46)	(28,907.91)	(351,277.50)	(35,725.00)	(51,227.13)	(808,281.90)

LOCAL FUNDING:	<u>Committed</u>	<u>Received</u>
Cookeville	\$200,000.00	\$200,000.00
City of Algood	\$50,000.00	\$50,000.00
Town of Monterey	\$50,000.00	\$30,382.00
Putnam County	\$100,000.00	\$100,000.00

From John Ludwig

MOTION RE: WITHDRAW FROM THE RAILS TO TRAILS PROGRAM

Commissioner Mike Medley moved and the motion dies for lack of a second.

MOTION RE: FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF THE EMPLOYER CONTRIBUTION RATE CHANGE FOR THE TENNESSEE CONSOLIDATED RETIREMENT SYSTEM OF 10.05%

Commissioner Scott Ebersole moved and Commissioner Kevin Maynard seconded the motion to approve the employer contribution rate change for the Tennessee Consolidated Retirement System of 10.05%.

(SEE ATTACHED)

**TENNESSEE CONSOLIDATED RETIREMENT SYSTEM
BIENNIAL VALUATION AS OF JULY 1, 2013**

Reference Codes
808.60 808.61 808.62
808.64 808.65 808.66
877.60

PUTNAM COUNTY GENERAL FUND
808.63

Actuarial Balance Sheet			
Assets		Liabilities	
Present Assets at Actuarial Value:		Present Value of:	
Employee Assets	\$16,877,398	Basic Benefits Payable to:	
Employer Assets	53,285,548	Retired Employees	\$20,013,341
		Active Employees	50,669,061
		Inactive Employees	5,121,950
Present Value of Prospective Contributions Payable by:		Cost of Living Benefits Payable to:	
Employees	10,836,893	Retired Employees	7,810,796
Employer Normal	7,889,318	Active Employees	10,749,010
Supplemental Liability	6,445,539	Inactive Employees	970,539
Total	\$95,334,697	Total	\$95,334,697

Membership					
Active		Inactive		Retired	
Number	940	Number	821	Number	392
Annual Salary	\$25,371,766			Annual Benefit	\$2,631,913

Recommended Employer Contribution Rates

Normal	3.78 %
Supplemental Liability Amortization*	6.06
Cost of Administration	0.21
Total	10.05 %

* Based on 5-Year Amortization of Supplemental Liability

NOTE: The present value of vested benefits is \$67,061,022. The present value of accrued benefits, whether or not vested, is \$69,008,310.

The Chairman asked for discussion on the motion to approve the employer contribution rate change for the Tennessee Consolidated Retirement System of 10.05%. The Commissioners discussed the motion.

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
Terry Randolph
Chris Savage
Reggie Shanks

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

ABSTAIN:

Jerry Ford
Joe Trobaugh
Mike Medley

Jim Martin
Bob Duncan
Marsha Bowman

ABSENT:

Anna Ruth Burroughs

Eris Bryant

The Clerk announced that sixteen (16) voted for, zero (0) voted against, six (6) abstained, and two (2) absent. The motion carried.

NOMINATING COMMITTEE:

MOTION RE: NOMINATING COMMITTEE RECOMMENDS APPROVAL FOR COMMISSIONER JOHN LUDWIG TO FILL THE UNEXPIRED TERM OF SUE NEAL TO THE PUTNAM COUNTY FAIRBOARD WITH TERM TO EXPIRE OCTOBER 2014

Commissioner Steve Pierce moved and Commissioner Ron Williamson seconded the motion to appoint Commissioner John Ludwig to fill the unexpired term of Sue Neal to the Putnam County Fair Board with term to expire October 2014.

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: NOMINATING COMMITTEE RECOMMENDS THE FOLLOWING
APPOINTMENTS TO THE AWARDS COMMITTEE: CATHY REEL
REGGIE SHANKS
WAYNE NABORS**

TERMS TO EXPIRE FEBRUARY 2015

Commissioner Steve Pierce moved and Commissioner Daryl Blair seconded the motion to appoint Cathy Reel, Reggie Shanks, and Wayne Nabors to the Awards Committee with the term to expire February 2015.

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: NOMINATING COMMITTEE RECOMMENDS THE APPOINTMENT TO
THE UPPER CUMBERLAND REGIONAL AIRPORT FOR A 3 YEAR TERM TO
EXPIRE MARCH 2017 (NOMINATING IS STILL SEARCHING FOR THIS
APPOINTMENT)**

Commissioner Steve Pierce moved and Commissioner Mike Atwood seconded the motion to appoint Bennett Jared to the Upper Cumberland Regional Airport Board for a 3 year term to expire March 2017.

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: NOMINATING COMMITTEE RECOMMENDS APPROVAL TO ADD
THOMAS HOLT TO THE PUTNAM COUNTY BOARD OF HEALTH AS A
VETERINARIAN. TERM TO EXPIRE JUNE 2017**

Commissioner Steve Pierce moved and Commissioner Daryl Blair seconded the motion to appoint Thomas Holt to the Putnam County Board of Health as a Veterinarian with term to expire June 2017.

(SEE ATTACHED)

40

RESOLUTION NUMBER _____

RESOLUTION TO APPOINT MEMBERS
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
✂ Veterarian	Thomas Holt DMV	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 10th day of June, 2013

County Commissioner

County Executive

County Clerk

** Note: This request is to add a Veterarian with term expiring June 2017.*

The Chairman asked for discussion on the motion to appoint Thomas Holt to the Putnam County Board of Health as a Veterinarian with term to expire June 2017. There was none.

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

REPORT OF SPECIAL COMMITTEES: None

RESOLUTIONS:

MOTION RE: APPROVE A RESOLUTION OF PUTNAM COUNTY TENNESSEE DECLARING ITS INTENT TO PARTICIPATE IN THE TENNESSEE ADVENTURE TOURISM AND RURAL DEVELOPMENT ACT OF 2011 BY DEVELOPING A CERTIFIED ADVENTURE TOURISM DISTRICT PLAN

Commissioner Tom Short moved and Commissioner Ron Williamson seconded the motion to approve a Resolution of Putnam County Tennessee Declaring its Intent to Participate in the Tennessee Adventure Tourism and Rural Development Act of 2011 by Developing a Certified Adventure Tourism District Plan.

(SEE ATTACHED)

42

PUTNAM COUNTY, TENNESSEE

RESOLUTION NO.

A RESOLUTION OF PUTNAM COUNTY TENNESSEE DECLARING ITS INTENT TO PARTICIPATE IN THE TENNESSEE ADVENTURE TOURISM AND RURAL DEVELOPMENT ACT OF 2011 BY DEVELOPING A CERTIFIED ADVENTURE TOURISM DISTRICT PLAN

WHEREAS, TCA 11-11- states that a local governing body may, by two-thirds (2/3) vote of its governing body, authorize the creation of a district within the boundaries of such governing body as an adventure tourism district by developing an adventure tourism district plan;

WHEREAS, adventure tourism such motorized trail riding, all – terrain vehicles, mountain biking and road biking, rowing, kayaking and canoeing, equine activities, rappelling, paragliding, zip lining, hang-gliding, shooting sports, spelunking, and other such activities offers economic development opportunities for all businesses in PUTNAM COUNTY;

WHEREAS, PUTNAM COUNTY will work closely with the State of Tennessee Economic and Community Development and Department of Revenue to ensure approval of the adventure tourism district plan; and

WHEREAS, PUTNAM COUNTY will develop regulations pursuant to TCA Title 11, Chapter 11, Part 2, upon approval of the adventure tourism district plan.

Passed and so ordered this the 17TH day of MARCH, 2014

K. Blum
COUNTY EXECUTIVE

ATTEST:
Dayne Johnson
COUNTY CLERK

SENATE BILL 1205

By Yager

AN ACT to amend Tennessee Code Annotated, Title 4;
Title 5; Title 6; Title 11; Title 54; Title 55; Title 67;
Title 68 and Title 70, relative to the development of
adventure tourism in Tennessee.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF TENNESSEE:

SECTION 1. Tennessee Code Annotated, Title 11, Chapter 11, is amended by adding the following language as a new, appropriately designated part:

11-11-201.

This part shall be known and may be cited as the "Tennessee Adventure Tourism and Rural Development Act of 2011."

11-11-202.

The department of tourist development, in cooperation with the department of environment and conservation and the department of economic and community development, is directed to study and develop a plan for the promotion and development of adventure tourism and other recreational and economic development activities in rural areas of Tennessee. Such study and plan shall be developed within existing departmental resources. The departments are directed to consider natural areas, best available science, existing recreational opportunities, economic conditions, including but not limited to persistent high unemployment, safety and environmental issues, and community interest in developing such plan. Such plan shall identify those areas of the state where those activities currently exist and could easily be developed and should include recommendations on whether and to what extent existing laws should be amended in order to encourage development of adventure tourism in Tennessee. The

departments are authorized to promulgate rules and regulations in order to effectuate the purposes of this part.

11-11-203.

As used in this part, unless the context otherwise requires:

(1) "Adventure tourism" means outdoor recreational opportunities such as equine and motorized trail riding, white-water rafting and kayaking, rappelling, rock climbing, hang-gliding, spelunking, and other such activities;

(2) "Adventure tourism area" means an area identified by the department as an appropriate region for the promotion and development of adventure tourism;

(3) "Adventure tourism district" means a defined geographic area identified and approved by a two-thirds vote of a local governing body as an area where the promotion of adventure tourism is encouraged;

(4) "All terrain vehicle" means either:

(A) A motorized flotation-tire vehicle with no less than four (4) low-pressure tires, but no more than six (6) low-pressure tires, that is limited in engine displacement to one thousand cubic centimeters (1,000 cc) or less and in total dry weight to less than one thousand five hundred pounds (1,500 lbs.), and that has a seat or saddle designed to be straddled by the operator and handlebars for steering control; or

(B) A motorized vehicle with not less than four (4) non-highway tires, nor more than six (6) non-highway tires, that is limited in engine displacement to one thousand cubic centimeters (1,000 cc) or less and in total dry weight up to two thousand pounds (2,000 lbs.), and that has a non-straddle seating and a steering wheel;

(5) "Department" means the department of tourist development;

(6) "Hang-gliding" means an air sport in which a pilot flies a light and un-motorized aircraft launched by foot;

(7) "Kayaking" means the use of a kayak for navigations of waterways;

(8) "Local governing body" means the elected legislative body of a municipal, metropolitan, or county government;

(9) "Motorized trail riding" means the exploration of trails and natural areas by use of all terrain vehicles;

(10) "Rappelling" is the controlled descent down a rope by climbers used to explore cliffs or slopes that are too steep to descend without protection;

(11) "Rock climbing" means the recreational sport of climbing up or across natural rock formations;

(12) "Spelunking" means the recreational sport of exploring noncommercial cave systems;

(13) "Triathlon" means the recreational activity of sporting contests involving open waters swimming, bicycle riding, and running, whether on trails or improved roads; and

(14) "White water rafting" means the recreational activity of using an inflatable raft to navigate rough water.

11-11-204.

The department of tourist development shall, prior to February 1, 2012, identify geographic regions of the state where promotion and development of adventure tourism is suitable. The department shall identify for each area the appropriate types of recreational activities suitable to the region and shall recommend rules and regulations to apply within appropriately designated adventure tourism districts.

11-11-205.

When the department of tourist development has identified suitable areas of the state for the promotion of adventure tourism, a local governing body, may, by a two-thirds (2/3) vote of its governing body, authorize the creation of a district within the boundaries of such governing body as an adventure tourism district. Alternatively, one (1) or more counties or one (1) or more municipalities may enter into an intergovernmental agreement pursuant to the Interlocal Cooperation Act, compiled in title 12, chapter 9, to designate jointly an adventure tourism district that contains area within the boundaries of more than one (1) local government.

11-11-206.

The department of tourist development and the department of economic and community development may work together to provide assistance as deemed appropriate by the departments to encourage the development of adventure tourism within those regions of the state designated as suitable for such activities and where persistent high unemployment exists.

SECTION 2. Tennessee Code Annotated, Section 55-8-185, is amended by adding the following as a new, appropriately designated subsection:

(e) In addition to the provisions above, an all terrain vehicle as defined in § 55-3-101(d) may be operated or driven upon any streets, roads, or highways designated for such purpose and included within the boundaries of an adventure tourism district established pursuant to Section 1 of this act.

SECTION 3. This act shall take effect upon becoming a law, the public welfare requiring it.

Tennessee Adventure Tourism and Rural Development Act of 2011

Tennessee Code Annotated Title 11, Chapter 11, Part 2

GUIDANCE DOCUMENT FOR LOCAL GOVERNMENTS

PART I: OVERVIEW AND LEGAL REQUIREMENTS

The “Tennessee Adventure Tourism and Rural Development Act of 2011” creates a mechanism by which communities can apply to be certified as an adventure tourism district (“district”). Certification as a district allows certain businesses to qualify for a jobs tax credit specific to the Adventure Tourism Act. Certification of a district must be obtained by receiving approval from both the commissioner of the Department of Revenue (“DOR”) and the commissioner of the Department of Economic and Community Development (“ECD” or “the department”) (collectively, “the departments”). This approval is based on a “best interests of the state” determination made by DOR and approved by ECD.

To apply for certification as a district, a local governing body must authorize the creation of a district by a 2/3 vote. Alternatively, two or more local governing bodies may enter into an intergovernmental agreement for a district that contains area within the boundaries of more than one local government. Adventure tourism professionals may petition local governing bodies for creation of a district. Such petition must include specific business plans based on quantifiable data demonstrating that the creation of an adventure tourism district would enhance sustainable economic development in the area. Upon approval by the local governing body(ies) as may be required, the district plan must be submitted to DOR and ECD.

Upon receipt of the district plan by DOR and ECD, the departments must make a determination as to whether the allocation of franchise and excise tax credits is in the “best interests of the state.” This determination consists of three criteria:

- 1) That the qualified business enterprise or enterprises made within an adventure tourism district are a result of the special allocation and tax credits provided for in § 67-4-2109(b)(2)(C);
- 2) That the adventure tourism district is a result of such qualified business enterprise or enterprises; and
- 3) That the district is not structured to create a competitive advantage for one business.

A “qualified business enterprise” is defined as “an enterprise in which the business has made the required capital investment necessary [*\$500,000 in accordance with § 67-4-2109(a)(7)*] to permit the creation or expansion of [...] **tourism related businesses, including, but not limited to, restaurants, lodging establishments, or other tourism related attractions.**” Accordingly, any “tourism related business” including restaurants, lodging establishments and other tourism related attractions may form the basis of a local governing body’s application for creation of a district and

may benefit from the tax credits provided for in the Act once a district is certified by DOR and ECD.

If a district is certified by DOR and ECD, “qualified business enterprises” in the district may receive special tax credits which are administered by DOR. The requirements to be eligible for the credit vary based upon the tier designation of the county in which the business resides. If the qualified business enterprise is located in a Tier 1 enhancement county, the business must create 25 qualified jobs as defined in § 67-4-2109(a)(6). If the qualified business enterprise is in a Tier 2 enhancement county, the business must create 19 qualified jobs as defined in § 67-4-2109(a)(6). If the qualified business enterprise is in a Tier 3 enhancement county, the business must create 13 qualified jobs as defined in § 67-4-2109(a)(6). If these requirements are met, a credit of \$4,500 per qualified job will be allowed. This credit may offset the business’s franchise and excise tax liability. These credits can be carried forward for three years for businesses in Tier 1 and Tier 2 counties and five years for businesses in Tier 3 counties. Additionally, businesses in certified districts may receive promotional support from the Department of Tourism through its existing resources.

PART II: ECD APPLICATION PROCESS

Application Requirements. Interested local governments will find ECD’s streamlined application for certification of an adventure tourism district online at <http://tn.gov/ecd>. The application will require local governments to provide ECD with certain information regarding the proposed district. All questions on the application must be answered thoroughly and completely in order to be considered for certification.

All interested local governments must submit their completed applications to ECD by *April 15, 2014*. The department will then review all completed applications. Approved applications will receive certification for a period of three (3) years. Upon expiration of the three (3) year period, a local government must submit a new, complete application for certification.

Filling Out the Application. Local governments should fill out the application thoroughly and completely. The preparer should provide the name of the mayor or executive as well as contact information for the local government. If the local government was petitioned by an adventure tourism professional, the preparer will be required to provide information concerning that professional, including the company’s FEIN and headquarters address. The application will require the local government to list one or more eligible adventure tourism activities that can or will be conducted in the proposed district. The list of eligible activities can be found at T.C.A. § 11-11-203.

The local government will also be required to upload four supporting documents in order to complete its application. The first is a copy of the resolution from the local governing body authorizing creation of the district (please see T.C.A. § 11-11-204). The second is a parcel map of the proposed district. In order to administer tax credits if a district is approved, the Department of Revenue requires a parcel map of the proposed district. The third is a business plan. The business

plan must be based on “quantifiable data demonstrating that the creation of an adventure tourism district would enhance sustainable economic development in the area” (T.C.A. § 11-11-204(b)). Finally, the application must be accompanied by a notarized letter from the local government mayor or executive which contains the following statement:

“I, [local government mayor or executive], hereby confirm that this application, including all attachments, does not contain any representations of fact which are false or misleading in any respect.”

PART III: POST-CERTIFICATION REPORTING AND PROCEDURES

Annual Report. Each local government which has received certification of an adventure tourism district must submit an annual report to the department which includes the following information: a complete list of businesses in the district, including the location of incorporation of those businesses; the number of jobs created by each entity; and the capital investment by each entity. **This report is due to the department on *July 1st* of the year following certification and on *July 1st* of each year thereafter throughout the period of certification.**

Redrawn Districts. Once certified, a district will not be redrawn or altered during the three (3) year period. A district may only be redrawn or altered in a new application for certification following the end of the three (3) year period.

Revocation of Certification. If at any time during the three (3) year period the department finds that any of the representations made by the local government in its application were false or misleading, the department may, in its discretion, revoke the certification of the district.

PART IV: NEED ASSISTANCE?

If you have any questions regarding ECD’s role in the Adventure Tourism and Rural Development Act of 2011 or the application process, please contact Ted Townsend, Assistant Commissioner of Strategy for ECD, at 615.532.9060 or ted.townsend@tn.gov.

The Chairman asked for discussion on the motion to approve A Resolution of Putnam County Tennessee Declaring its Intent to Participate in the Tennessee Adventure Tourism and Rural Development Act of 2011 by Developing a Certified Adventure Tourism District Plan. There was none.

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

ELECTION OF NOTARIES

Commissioner Mike Atwood 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 March 17,2014

ANDREW S BARRETT
JENNIFER CARR
KATRINA R CLEMONS
BARBARA SUE COFFMAN
PATRICIA D COURTS
DAWN B DAVIS
BOYD.M EVANS
DEBORAH FRANCIS
GREGORY L GARRETT
SHELLY HAGGARD

HEATHER HARGIS
TIMOTHY C MCLAUHLIN
KATHY J NELSON
C MICHELLE RODGERS
ROBERT SHEPPARD
KANDY B SMITH
DUANE UNDERWOOD
SANDY VAN DE VOORDE

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
Ron Williamson
John Ludwig
Terry Randolph
Chris Savage
Reggie Shanks

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

ABSTAIN:

Jerry Ford
Joe Trobaugh
Mike Medley

Jim Martin
Bob Duncan
Marsha Bowman

ABSENT:

Anna Ruth Burroughs

Eris Bryant

The Clerk announced that sixteen (16) voted for, zero (0) voted against, six (6) abstained, and two (2) absent. The motion carried.

OTHER NEW BUSINESS:

ANNOUNCEMENTS AND STATEMENTS

EMPLOYEE OF THE MONTH: NONE

CITIZEN OF THE MONTH: LISA BAGCI

(SEE ATTACHED)

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July 20, 2013
For Immediate Release

Contact: Hannah Davis
931-783-2629

For Immediate Release:
CRMC Cancer Center Director Receives Outstanding Volunteer Award

Cookeville, Tenn.- Every year the Tennessee Cancer Coalition (TC2) comes together for the TC2 Summit and an award is presented to an outstanding volunteer in each of the seven regions. This year Cookeville Regional Medical Center's Cancer Center director, Lisa Bagci, received the award for the Upper Cumberland region.

"Lisa is extremely dedicated to helping those who are battling cancer or in remission. More than anything, she has a passion to see that every patient is loved, treated like family and has support when they walk through the doors of the Cancer Center. We congratulate her in achieving this award," said Stephanie Miller, Vice President of Ancillary Services at Cookeville Regional.

This award is presented for outstanding volunteer spirit in the fight against cancer in the Upper Cumberland and for supporting efforts of the Tennessee Cancer Coalition.

The Tennessee Cancer Coalition has members from West Tennessee, Jackson, Middle Tennessee, Southeast Tennessee, East Tennessee, Northeast Tennessee and the Upper Cumberland region.

The Cancer Center at Cookeville Regional has achieved the Commission on Cancer's Outstanding Achievement Award from the American College of Surgeons.

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CITIZEN OF THE MONTH
FOR MARCH 2014
— LISA BAGCI —

FW: Lisa's Volunteer Events for 2013

Sparks, Chuck [Chuck.Sparks@BBandT.com]

Sent: Friday, March 14, 2014 5:21 PM

To: Wayne Nabors

Attachments: Lisa bagci Volunteer award~1.doc (53 KB)

*** This is an EXTERNAL email. Please exercise caution. DO NOT open attachments or click links from unknown senders or unexpected email - OIR-Security. ***

Wayne,

Info below on all the groups that Lisa Bagci volunteers and serves in leadership positions with. She is the director of the Cancer Center at CRMC in her spare time...lol.

I have worked with a lot of organizations that serve the needs of folks that are suffering financially, spiritually, or physically, and Lisa is always right there with them. She is kind, compassionate, and intelligent. People gravitate toward, and look to her because of her intelligence and natural leadership ability.

CRMC and their Cancer Center provide for the needs of their patients' mind, body, and soul and receive awards constantly. The same skills that Lisa exhibits and the passion that she shows in her paying job are the same ones that she shows in her volunteer work. CRMC is the finest health care facility in the State of TN, and its staff and management, like Lisa, are the reason why. I don't know of anyone in our community that does more to help those that are suffering and scared than Lisa does. She truly understands that to care for someone, you really have to CARE.

Thank you guys for recognizing her.

Chuck Sparks, CRM, CIC, CPIA

VP-Agency Manager

BB&T - Legge Insurance

Cookeville, Tennessee

(931)526-2191, Ext 1814

fax: 866-530-9560

mail code: 790-81-01-00

chuck.sparks@bbandt.com

From: Melahn Finley [mailto:MFinley@crmchealth.org]

Sent: March 14, 2014 10:16 AM

To: Sparks, Chuck

Subject: FW: Lisa's Volunteer Events for 2013

Chuck, we are in luck! See the list below. I also attached the press release Hannah did when Lisa received the Outstanding Volunteer Award from the Tennessee Cancer Coalition last year .

Call anytime we can help!

Melahn

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Melahn Finley
Director, Marketing & Public Relations
Cookeville Regional Medical Center
1 Medical Center Blvd.
Cookeville, TN 38501
phone: 931-783-2629
fax: 931-783-2620

From: Stephanie Miller
Sent: Friday, March 14, 2014 10:11 AM
To: Melahn Finley
Subject: Lisa's Volunteer Events for 2013

Relay for Life 5K Event Committee
Relay for Life- Hospital Team plus County wide leadership position
Brought Oncology on Canvas to our community
Susan G Komen Race for the Cure
Susan G Komen Golf Tourney
CRMC Golf Tourney
Pink Ribbon of Hope Gala Chair
Leadership Putnam Board Member
Free Mammogram Event Leadership and event volunteer
Tennessee Cancer Coalition Volunteer of the Year
Represented CRMC at Lobby Day with American Cancer Society

Stephanie Miller
Vice President, Ancillary Services
Cookeville Regional Medical Center
1 Medical Center Boulevard
Cookeville, TN 38501
Phone (931)-783-2004
Fax (931)-783-2094
smiller@crmchealth.org

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MOTION RE: ADJOURN

Commissioner Daryl Blair moved and Commissioner Kevin Maynard seconded the motion to Adjourn. The motion carried.

PLANNING COMMITTEE

TO: Putnam County Board of Commissioners

FROM: Kim Blaylock, County Executive

DATE: March 5, 2014

RE: Planning Committee Agenda

Listed below are items to be considered by the County's Planning Committee on Monday, March 10, 2014, at 6:00 PM in the County Commission Chambers at the Courthouse.

1. Discuss Bylaws as presented by the Putnam County Fair Board.
2. Hear a report by the Fair Property Committee.
3. Any recommendations by the Regional Planning Commission concerning Old Ridge Road.
4. Consider request to name the soccer complex "Upper Cumberland Sports Complex".
5. Any other business that needs to be reviewed by the Planning Committee.

**PLANNING COMMITTEE
MINUTES**

March 10, 2014

Prepared by Deborah Francis

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

Item #1 *Bylaws presented by the Putnam County Fair Board.*

Motion: **Recommends to leave Bylaws the same without recommendation to amend.**

Made By: Bryant
Seconded: Gentry

THERE WAS A MOTION TO TABLE WHICH FAILED
All voting for but Gentry and Bowman

Motion: **Recommends to send ByLaw amendment to the Full Commission without recommendation.**

Made By: Williamson
Seconded: Bryant

VOICE VOTE **APPROVED**

Item #2 *Deleted from Agenda*

Item #3 *Recommendation by the Regional Planning Commission*

Motion: **Recommends approval of the Regional Planning Commission recommendation to correct measurements for Old Ridge Road and make changes to the Road Inventory List.**

Made By: Trobaugh
Seconded: Martin

VOICE VOTE **APPROVED**

Item #4 *Consideration of naming the Soccer Complex*

Motion: **Recommends approval for the name of the Soccer Complex, The Putnam County Sports Complex.**

Made By: Williamson
Seconded: Bryant

VOICE VOTE **APPROVED**

Item #5 *Any other business*

NONE

ADJOURNED

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FISCAL REVIEW AGENDA

TO: Putnam County Board of Commissioners

FROM: Kim Blaylock, County Executive

DATE: March 5, 2014

RE: Fiscal Review Committee Agenda

Listed below are items to be considered by the County's Fiscal Review Committee on Monday, March 10, 2014 5:30 PM in the County Commission Chambers at the Courthouse.

1. Consider budget amendments to the County General Fund/Sports and Recreation Fund.
2. Consider budget amendments to the General Purpose School Fund.
3. Hear updates from the Tax Freeze Committee.
4. Discuss recommendation from the Payscale Committee for the Sheriff's Department.
5. Hear update on the Rails for Trails program.
6. Consider employer contribution rate changes for the Tennessee Consolidated Retirement System.
7. Any other business that needs to be reviewed by the Fiscal Review Committee.

Item #5 **Update on Rails for Trails Program**
Discussion was on the status of this program. Monterey City pulled out of the program at a recent meeting. This will be on the agenda on Full Commission with hopefully more representation from the City of Cookeville that actually applied for the grant.

Item #6 **TCRS Employer Contribution**

Motion: **Recommends approval of the employer contribution rate change for the Tennessee Consolidated Retirement System. New rate is 10.05%**

Made By: Duncan

VOICE VOTE

APPROVED

Seconded: Neal

Item #7 **Any other business**

NONE

ADJOURNED

NOMINATING COMMITTEE

TO: Putnam County Board of Commissioners

FROM: Kim Blaylock, County Executive

DATE: March 5, 2014

RE: Nominating Committee Agenda

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

1. Consider replacement of unexpired term of Sue Neal on the Putnam County Fairboard. This term expires October 2015.
2. Consider appointments to the Awards Committee.
 - Reggie Shanks 1 year term expired February 2014
 - Cathy Reel 1 year term expired February 2014
 - Wayne Nabors 1 year term expired February 2014
3. Consider Putnam County appointment to the Upper Cumberland Regional Airport Authority. 3 year term to expire March 2017
Mike Atwood term expiring
4. Consider request from Lisa Bumbalough Putnam County Health Department County Director, to add a Veterinarian to the Putnam County Board of Health with term to expire June 2017.
5. Any other business that needs to be reviewed by the Nominating Committee.

Nominating Committee Minutes

March 10, 2014

Prepared by Scott Ebersole

Chairman Pierce brought the meeting to order with the following committee members present;

Chris Savage
Jim Martin
Jonathan Williams
Scott Ebersole

Item #1 Consider replacement of the unexpired term of Commissioner Sue Neal to the Putnam County Fairboard. The term expires October 2015:

Commissioner John Ludwig said he would be willing to do fill the unexpired term,

A motion was made to nominate Commissioner Ludwig

Motion passed

Item #2 Consider appointments to the Awards Committee:

Reggie Shanks, Cathy Reel and Wayne Nabors are currently serving and Chairman Pierce has contacted all three about serving again and they agreed to serve. This is a one year term set to expire February 2015.

A motion was made to nominate all three

Motion passed

Item #3 Consider Putnam County appointment to the Upper Cumberland Regional Airport Authority. Three year term to expire March 2017.

Commissioner Atwood's term is expiring and due to the by-laws he cannot serve another term. He is in the process of finding a replacement and said he will present that persons name before the next commission meeting March 17th.

A motion was made to meet before the meeting to consider the nomination at that time.

Motion passed

Item #4 Consider request from Lisa Bumbalough, Putman County Health Department County Director, to add a Veterinarian to the Putnam County Board of Health with the term to expire June 2017. She recommended Thomas Holt for the board:

**AGENDA – DRAFT
PUTNAM COUNTY REGIONAL PLANNING COMMISSION
MARCH 4, 2014**

The Putnam County Regional Planning Commission meeting will be held at 6:30 p.m. on Tuesday, March 4, 2014 in the upstairs meeting room of the Putnam County Public Library on 50 E. Broad Street in Cookeville.

ITEM 1: APPROVE THE MARCH 2014 AGENDA

ITEM 2: APPROVE THE MINUTES FOR FEBRUARY 2014

ITEM 3: CONSIDERATION OF FINAL PLAT, PATTY WELLS PROPERTY

ITEM 4: CONSIDERATION OF PRELIMINARY PLAT, CARLISLE PLACE

***ITEM 5: DISCUSSION CONCERNING OLD RIDGE ROAD**

ITEM 6: REPORT ON ADMINISTRATIVELY APPROVED PLATS

ITEM 7: REVIEW OF PLATS PREVIOUSLY APPROVED

1 None

ITEM 8: OUTSTANDING LETTERS OF CREDIT:

1 None

ITEM 9: OTHER BUSINESS

- 1 Staff Report from Patrick Rinks
- 2 Staff Report from Jonathan Ward
- 3 Other Matters if necessary

ITEM 10: ADJOURN

NEXT MEETING – APRIL 1, 2014

AGENDA REVIEW

ITEM 3: CONSIDERATION OF FINAL PLAT, PATTY WELLS PROPERTY
Surveyor Taylor Dillehay, Whittenburg Land Surveying, 214 E. Stevens St., Cookeville, TN 38501, (931) 528-5263 provided a plat for Patty Wells, 4676 Dunn Road, Baxter, TN 38544, (931)

979-0162 for consideration. The plat consists of two (2) lots on approximately 4.96 acres located off Burgess Falls Road on Dunn Road in the 8th Civil District (tax map 111, parcel 045.01). The plat depicts an existing house on proposed lot one (1) of approximately 0.46 acres. The existing home is sited approximately 20 feet over the front setback requirement. Proposed lot two (2) is vacant of a residential structure, depicting a barn on the property and consisting of approximately 4.50 acres. The proposed lots are served by an existing two-inch (2") water line running along Dunn Road. Aerial imagery from 2010 revealed three (3) residences on the property. Ms. Wells stated that two of the structures had been removed and all that remained was the house as depicted on proposed lot one (1). Ms. Wells provided a Certificate of Completion of Subsurface Sewage Disposal System from the State of Tennessee Department of Environment and Conservation, Division of Ground Water Protection depicting the locations of existing septic systems and field lines. Also, a Certificate of Verification was provided from TDEC stating intention to build a residence on the vacant lot two (2) and a subsurface sewage disposal system existing on said property which will receive wastewater from the proposed structure. The plat was noted stating "Lots 1 & 2 have not been evaluated pursuant to this plat review for a SSD system and plat approval does not constitute approval of these lots or the existing systems." Also the plat was noted stating "Any new construction or additions to any current structures or any replacement of a depicted structure encroaching on setback requirements must abide by current setbacks." Staff Planner recognizes no deficiencies and recommends approval.

ITEM 4: CONSIDERATION OF PRELIMINARY PLAT, CARLISLE PLACE

Surveyor Taylor Dillehay, Whittenburg Land Surveying, 214 E. Stevens St., Cookeville, TN 38501, (931) 528-5263 provided a plat for Doug Stewart, 1218 Buckingham Place, Cookeville, TN 38501, (931) 544-3849 for consideration. The plat consists of eight (8) lots on approximately 4.61 total acres located at the intersection of Plunk Whitson Road and Carlisle Road in the 7th Civil District (tax map 029, p/o parcels 075.00 and 075.05). The proposed lots are served by an existing eight-inch (8") water line running along Plunk Whitson Road and an existing six-inch (6") water line running along Carlisle Road. No fire hydrant is depicted on the plat to serve the proposed lots, and this will be required. The developer of the property is currently identifying a location for a hydrant which will be included on the final plat. Also, soils evaluations have been submitted, but not finalized at this time. All proposed lots meet minimum lot size criteria. Staff Planner would recommend approval subject to a fire hydrant depicted on the plat to serve the proposed lots.

ITEM 5: DISCUSSION CONCERNING OLD RIDGE ROAD

 Staff Planner will discuss the status of Old Ridge Road, formerly known as Sams Gap Road with the Planning Commission. Staff was contacted by Plateau Properties concerning subdividing eight (8) lots, all over five (5) acres off a portion of Old Ridge Road extending from the White County line into Putnam County, in the southeastern portion of the county.

ITEM 6: REPORT OF ADMINISTRATIVELY APPROVED PLATS

Final Plat for Sandra McCall Division

February 3, 2014

Surveyor Larry Jackson, Jackson Surveying, 4874 Skyview Drive, Cookeville, TN 38501, (931)526-3657 provided a plat for Sandra McCall, 2039 Gainesboro Highway, Baxter, TN 38544, (615) 670-1740 for consideration. The plat consists of two (2) lots on approximately 4.24 acres located off Highway 56, north of the intersection of Highway 56 and Hulon Ferrell Road in the 18th Civil District (tax map 029, parcels 050.01 and 053.00). The plat depicts an existing home on proposed lot one (1) of approximately 2.73 acres. The home is sited within required building setbacks. Proposed lot two (2) of approximately 1.52 acres is a vacant lot. The purpose of the plat is a redivision between two existing parcels, adjusting a lot line between the two tracts. Proposed lot one (1) has an existing septic system. Proposed lot two (2) was evaluated and approved for a three (3) bedroom subsurface septic disposal system. The properties are served by an existing two-inch (2") water line running along Highway 56. Staff Planner recognizes no deficiencies and grants administrative approval.

Final Subdivison Plat, Dan Ealey Property

February 14, 2014

Surveyor Taylor Dillehay, Whittenburg Land Surveying, 214 E. Stevens St., Cookeville, TN 38501, (931) 528-5263 provided a plat for Dan Ealey, PO Box 88, Cookeville, TN 38503, (931) 979-9083 for consideration. The plat consists of one (1) lot of approximately 2.08 acres located on Buck Mountain Road in the 5th Civil District (tax map 042, parcel p/o 086.00). The proposed lot is a vacant lot served by an existing six-inch (6") water line running along Buck Mountain Road. The property was evaluated and approved for a subsurface sewage disposal system. Remaining acreage is over five (5) acres with road frontage on Buck Mountain Road and exempt from platting requirements. Staff Planner recognizes no deficiencies and grants administrative approval.

Final Plat for David Overstreet Property

February 21, 2014

Chris Vick, Vick Surveying, 2772 Hidden Cove Road, Cookeville, TN 38506, (931) 372-1286 provided a final plat for Timothy J. Overstreet, 3436 Poplar Grove Road, Cookeville, TN 38506, (615) 971-9671 for consideration. The plat consists of two (2) lots on approximately 5.53 acres located off Highway 70 on Poplar Grove, north of the intersection of Lake Pointe Drive and Poplar Grove Road in the 3rd Civil District (tax map 067, parcel 072.00). Proposed lot one (1) consists of approximately 4.56 acres and depict an existing house and shed, sited within required setbacks. Proposed lot two (2) is a vacant lot consisting of approximately 0.97 acres. The proposed lots are served by an existing six-inch (6") water line running along Poplar Grove Road. A septic easement site for installation of a subsurface sewage disposal is depicted north of proposed lot two (2) for installation of septic system. The property was submitted for consideration for a one (1) lot subdivision at the February 4, 2014 meeting. The property owner has redesigned the proposal to meet lot size requirements of the subdivision regulations. The septic easement area from the original plat consideration is included on the redesigned plat. Staff Planner recognizes no deficiencies and grants administrative approval.