

MINUTES
OF
PUTNAM COUNTY COMMISSION
NOVEMBER 15, 2010

Prepared by:

Wayne Nabors
Putnam County Clerk
121 S Dixie Avenue
Cookeville, TN 38501

STATE OF TENNESSEE

COUNTY OF PUTNAM

BE IT REMEMBERED: that on November 15, 2010 there was a regular meeting of the Putnam County Board of Commissioners.

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

The Sheriff David Andrews called the meeting to order.

The Chairman Bob Duncan recognized Commissioner Jerry Ford for the Invocation.

The Chairman recognized Boy Scout Troop #108 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
Tom Short
David Gentry
Jerry Ford
Ron Williamson
Anna Ruth Burroughs
Terry Randolph
Chris Savage
Reggie Shanks
Joe Trobaugh
Michael Medley

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

ABSENT:

Andy Honeycutt

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

MOTION RE: APPROVE AGENDA

Commissioner Jim Martin moved and Commissioner Sue Neal seconded the motion to approve the agenda.

(SEE ATTACHED)

AGENDA

PUTNAM COUNTY

BOARD OF COMMISSIONERS

Monthly Awards will be presented at 5:45 PM

Regular Monthly Session
Monday, November 15, 2010 6:00PM

Presiding: Honorable Bob Duncan
Commission Chairman

1. Call to Order - Sheriff David Andrews
2. Invocation *District 3*
3. Pledge to the Flag of the United States of America *District 3*
4. Roll Call - County Clerk Wayne Nabors
5. Approval of the Agenda
6. Approval of the Minutes of Previous Meeting
7. Unfinished Business and Action Thereon by the Board
 - A. Report of Standing Committees
 1. Planning Committee
 2. Fiscal Review Committee
 3. Nominating Committee
 - B. Report of Special Committees
 - C. Other Unfinished Business
8. Quarterly Reports and Action Thereon by the Board
 - A. Road Fund - Randy Jones, Supervisor
 - B. School Funds - Dr. Kathleen Airhart, Director of Schools
 - C. County General Fund, Debt Service Fund, Solid Waste Sanitation Fund, and Self Insurance Fund - Kim Blaylock, County Executive

*Note: These were approved in
Fiscal Review*

9. New Business and Action Thereon by the Board

A. Report of Standing Committees

1. Planning Committee

- a. Recommends approval that the Solid Waste department NOT ACCEPT unshredded documents from non-government sources which contain sensitive information which could lead to identity theft.

2. Fiscal Review Committee

- a. Recommends approval of budget amendments to the General Purpose School Fund as presented.
- b. Recommends approval of the budget amendment to the County General Fund in the amount of \$11,175.
- c. Recommends approval of the contract between the Putnam County General Sessions and Juvenile Courts and UCHRA for the Adult and Juvenile Drug Court Services.
- d. Recommends approval of the budget amendment to the County General Fund in the amount of \$30,000 to fund Juvenile & Drug Court for Putnam County Tennessee.
- e. Recommends approval of the amendment to the Capital Projects Fund in the amount of \$50,000 for capital projects associated with Bangham, Monterey and Bloomington Springs Waste Centers.

3. Nominating Committee

B. Report of Special Committees

C. Resolutions

D. Election of Notaries

E. Other New Business

1. Ratification of County Executive Kim Blaylock's appointments to the E-911 Board as follows:

Matt Swallows-City of Cookeville Mayor
Jere Mason
Charlie Cobble

Terms to expire
November 2014

10. Announcements and Statements

11. Adjourn

The Chairman asked for a voice vote on the motion to approve the agenda for the November 15, 2010 meeting of the Putnam County Board of Commissioners. The motion carried.

MOTION RE: APPROVE MINUTES OF THE PREVIOUS MEETING

Commissioner Kevin Maynard moved and Commissioner Eris Bryant seconded the motion to approve the minutes of the October 18, 2010 meeting of the Putnam County Board of Commissioners.

The Chairman asked for a voice vote on the motion to approve the minutes of the October 18, 2010 meeting of the Putnam County Board of Commissioners. The motion carried.

UNFINISHED BUSINESS AND ACTION THEREOF BY THE BOARD

REPORT OF STANDING COMMITTEES

PLANNING COMMITTEE: No unfinished business.

FISCAL REVIEW COMMITTEE: No unfinished business.

NOMINATING COMMITTEE:

REPORT OF SPECIAL COMMITTEES

Chairman Bob Duncan reported the Committee appointed as a result of the October meeting to address and study and develop a procedure for groups to request special project funds from the County Commission are Terry Randolph, Sue Neal, Tom Short, Jim Martin, and Ron Williamson.

OTHER UNFINISHED BUSINESS

**QUARTERLY REPORTS AND ACTION THEREON BY THE BOARD
(NOTE: THESE WERE APPROVED IN FISCAL REVIEW)**

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

Commissioner Mike Medley moved and Commissioner Anna Ruth Burroughs seconded the motion to approve the Quarterly Report for the Road Fund.

(SEE ATTACHED)

5

**PUTNAM COUNTY HIGHWAY DEPARTMENT
 QUARTERLY REPORT FOR JULY, AUGUST, AND SEPTEMBER, 2010
 RANDY JONES, ROAD SUPERVISOR**

131-ROAD FUND

REVENUE:

<u>REVENUE CODE NUMBERS</u>	<u>ESTIMATED</u>	<u>1ST. QUARTER</u>	<u>TOTAL</u>	<u>UN-REALIZED</u>
40000.110 - 43000.320 LOCAL TAXES	1,338,194	24,697	24,697	1,313,497
44000.130 - 44000.990 OTHER LOCAL	2,000	964	964	1,036
46000.410 - 46000.930 STATE REV	2,975,917	345,494	345,494	2,630,423
47000.100 - 47000.142 OTHER GOVT'	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0</u>
TOTALS	4,316,111	371,155	371,155	3,944,956
FUND BALANCE 9-30-10	682,178			

EXPENDITURES:

<u>EXPENDITURES CODE NUMBERS</u>	<u>ESTIMATED</u>	<u>1ST. QUARTER</u>	<u>TOTAL</u>	<u>UN-ENCUMBERED</u>
61000 ADMINISTRATION	309,428	80,744	80,744	228,684
62000 ROAD CONST. & MAINT.	2,636,551	393,436	393,436	2,243,115
63100 OPER. & MAINT. OF EQUIP.	270,641	73,115	73,115	197,526
65000 OTHER CHARGES	195,047	83,737	83,737	111,310
68000 CAPITAL OUTLAY	<u>1,187,766</u>	<u>49,538</u>	<u>49,538</u>	<u>1,138,228</u>
TOTAL EXPENDITURES	4,599,433	680,570	680,570	3,918,863

The Chairman asked for discussion on the motion to approve the Quarterly Report for the Road Fund. There was none.

The Chairman asked for a voice vote on the motion to approve the Quarterly Report for the Road Fund. The motion carried.

MOTION RE: QUARTERLY REPORT FOR THE SCHOOL FUNDS – DR. KATHLEEN AIRHART, DIRECTOR OF SCHOOLS

Commissioner Sue Neal moved and Commissioner Jim Martin seconded the motion to approve the Quarterly Report for the School Funds.

(SEE ATTACHED)

Department of Education

Putnam County

DR. KATHLEEN M. AIRHART, Director of Schools

Board of Education

Eric Brown, Chairman
Robert Hargis, Vice-Chairman

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

Board Members

Dr. Ray Jordon
Jerry Maynard
David McCormick
Dr. Janet Moore

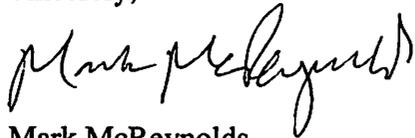
October 28, 2010

Honorable Commissioners
Putnam County Courthouse
Cookeville, TN 38501

Honorable Commissioners:

Please consider approval of the Quarterly Reports for the General Purpose School Fund and Capital Project Fund for the quarter ended September 30, 2010.

Sincerely,



Mark McReynolds
Putnam County Board of Education

**PUTNAM COUNTY BOARD OF EDUCATION
GENERAL PURPOSE SCHOOL FUND
QUARTERLY REPORT FOR THE QUARTER ENDING SEPTEMBER 2010**

Revenues:	<u>2010-2011 Budget</u>	<u>Actual Revenues Jul-Sept 2010</u>	<u>Actual Revenues Oct-Dec 2010</u>	<u>Actual Revenues Jan-Mar 2011</u>	<u>Actual Revenues Apr-Jun 2011</u>	<u>Total Revenues Year to Date</u>
40000 Local Revenue	27,593,951	2,708,619				2,708,619
41000 License Permits	5,000	988				988
43000 Current Services	89,911	65,659				65,659
44000 Other Local Revenue	96,000	6,911				6,911
46500 State of Tennessee	38,799,300	7,949,346				7,949,346
46800 Other State Revenues	135,000	20,838				20,838
46980 Other State Grants	2,263,480	1				1
47100 Federal Thru State	345,273	40,427				40,427
48000 Donations/Other	9,000	-				-
49000 Other Sources	520,899	26,642				26,642
	<u>69,857,814</u>	<u>10,819,431</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,819,431</u>

6

**PUTNAM COUNTY BOARD OF EDUCATION
GENERAL PURPOSE SCHOOL FUND
QUARTERLY REPORT FOR THE QUARTER ENDING SEPTEMBER 2010**

	2010-2011 Budget	Actual Encumbrances & Expenditures Jul-Sept 2010	Actual Encumbrances & Expenditures Oct-Dec 2010	Actual Encumbrances & Expenditures Jan-Mar 2011	Actual Encumbrances & Expenditures Apr-Jun 2011	Total Encumbrances & Expenditures Year to Date
Expenditures:						
71100 Regular Education	34,809,785	9,459,538				9,459,538
71150 Alternative Education	611,884	142,420				142,420
71200 Special Education	6,560,451	1,646,316				1,646,316
71300 Vocational Education	1,288,935	328,872				328,872
71600 Adult Education	111,070	23,656				23,656
72110 Attendance	183,935	61,309				61,309
72120 Health Services	915,732	166,984				166,984
72130 Other Student Services	2,496,776	648,031				648,031
72210 Regular Ed. Support	2,287,659	694,662				694,662
72215 Alternative Ed. Support	113,173	38,158				38,158
72220 Special Ed. Support	391,760	138,727				138,727
72230 Vocational Ed. Support	59,252	19,775				19,775
72260 Adult Ed. Support	136,938	44,224				44,224
72310 Board of Education	1,181,410	383,926				383,926
72320 Office of the Director	166,915	54,037				54,037
72410 Office of Principal	4,483,319	1,193,282				1,193,282
72510 Fiscal Services	627,599	204,431				204,431
72520 Human Services/Personnel	176,892	60,181				60,181
72610 Operation of Plant	6,415,412	3,309,489				3,309,489
72620 Maintenance of Plant	1,902,473	782,746				782,746
72710 Transportation	2,261,844	1,051,967				1,051,967
72810 Central & Other Support	524,618	162,629				162,629
73100 Food Services	190,899	57,695				57,695
73300 Community Services	698,027	31,852				31,852
73300 Early Childhood Education	1,655,184	403,894				403,894
91300 Education Capital Projects	0	0				0
99100 Operating Transfers	0	0				0
TOTAL	70,251,942	21,108,801	0	0	0	21,108,801

10

PUTNAM COUNTY BOARD OF EDUCATION CAPITAL PROJECTS FUND QUARTERLY REPORT FOR THE QUARTER ENDING SEPTEMBER 2010
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	2010-2011 Budget	Actual Encumbrances & Expenditures Jul-Sept 2010	Actual Encumbrances & Expenditures Oct-Dec 2010	Actual Encumbrances & Expenditures Jan-Mar 2011	Actual Encumbrances & Expenditures Apr-Jun 2011	Total Encumbrances & Expenditures Year to Date
Expenditures:						
91300 Education Capital Projects	<u>0</u>	<u>6,274,711</u>				<u>6,274,711</u>
TOTAL	<u><u>0</u></u>	<u><u>6,274,711</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>0</u></u>	<u><u>6,274,711</u></u>

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The Chairman asked for discussion on the motion to approve the Quarterly Report for the School Funds. There was none.

The Chairman asked for a voice vote on the motion to approve the Quarterly Report for the School Funds. The motion carried.

MOTION RE: QUARTERLY REPORT FOR THE COUNTY GENERAL FUND, DEBT SERVICE FUND, SOLID WASTE SANITATION FUND, AND SELF INSURANCE FUND – KIM BLAYLOCK, COUNTY EXECUTIVE

Commissioner Michael Medley moved and Commissioner Eris Bryant seconded the motion to approve the Quarterly Report for the County General Fund, Debt Service Fund, Solid Waste Sanitation Fund, and Self Insurance Fund.

(SEE ATTACHED)

COUNTY GENERAL BUDGET 2010-2011
Statement of Revenues and Expenditures
Period ending September 30, 2010

REVENUES:

		<u>TOTAL ESTIMATED</u>	<u>REC'D THRU 9-30-2010</u>	<u>BALANCE</u>
40000	Local Taxes	13,758,788.00	420,222.41	13,338,565.59
41000	Licenses and Permits	235,500.00	76,690.88	158,809.12
42000	Fines, Forfeitures and Penalties	619,000.00	113,088.48	505,911.52
43000	Charges for Current Service	2,954,000.00	876,997.57	2,077,002.43
44000	Other Local Revenue	1,086,000.00	175,407.73	910,592.27
45000	Fees Received from County Officials	3,575,000.00	527,874.70	3,047,125.30
46000	State of Tennessee	2,840,506.00	133,708.12	2,706,797.88
47000	Federal Government	912,167.00	2,800.00	909,367.00
48000	Other Governments and Citizens Groups	155,000.00	16,270.13	138,729.87
49000	Other Sources (Note Proceeds)	<u>232,334.00</u>	<u>3,595.00</u>	<u>228,739.00</u>
TOTAL REVENUES		26,368,295.00	2,346,655.02	24,021,639.98

Estimated Fund Balance - June 30, 2009 6,001,996.00

13

EXPENDITURES:

		<u>TOTAL ESTIMATED</u>	<u>PAID THROUGH 9-30-2010</u>	<u>BALANCE</u>
51000	General Administration	3,498,333.00	1,037,279.58	2,461,053.42
52000	Finance	1,432,581.00	435,163.23	997,417.77
53000	Administration of Justice	1,834,244.00	619,162.93	1,215,081.07
54000	Public Safety	8,011,651.00	1,982,078.59	6,029,572.41
55000	Public Health & Welfare	4,492,961.00	1,325,336.13	3,167,624.87
56000	Social, Cultural & Recreational Services	1,327,266.00	373,781.85	953,484.15
57000	Agriculture & Natural Resources	208,441.00	26,162.69	182,278.31
58000	Other Operations	6,932,241.00	408,781.52	6,523,459.48
99000	Transfers Out	<u>229,444.00</u>	<u>0.00</u>	<u>229,444.00</u>
TOTAL EXPENDITURES		27,967,162.00	6,207,746.52	21,759,415.48

SOLID WASTE/SANITATION BUDGET - 2010-2011
Statement of Revenues and Expenditures
Period Ending September 2010

REVENUES:		<u>TOTAL ESTIMATED</u>	<u>REC'D THRU 9-30-2010</u>	<u>BALANCE</u>
40000	Local Taxes	2,584,820.00	31,178.31	2,553,641.69
43000	Charges for Current Service	790,000.00	160,797.53	629,202.47
44000	Other Local Revenues	250,000.00	46,849.42	203,150.58
46000	State of Tennessee	<u>23,000.00</u>	<u>5,040.60</u>	<u>17,959.40</u>
TOTAL REVENUES		3,647,820.00	243,865.86	3,403,954.14

Estimated Fund Balance-June 30, 2009 1,567,931.00

71

EXPENDITURES:		<u>TOTAL ESTIMATED</u>	<u>PAID & ENCUMBERED THROUGH 9-30-2010</u>	<u>BALANCE</u>
55000	Public Health and Welfare	3,846,972.79	526,195.89	3,320,776.90
58000	Other General Government	<u>63,000.00</u>	<u>3,066.12</u>	<u>59,933.88</u>
TOTAL EXPENDITURES		3,909,972.79	529,262.01	3,380,710.78

DEBT SERVICE BUDGET - 2010-2011
Statement of Revenues and Expenditures
Period Ending September 30, 2010

REVENUES:		TOTAL ESTIMATED	<u>REC'D THRU 9-30-2010</u>	<u>BALANCE</u>
40000	Local Taxes	9,668,264.00	806,371.14	8,861,892.86
44000	Other Local Revenues	342,334.00	9,679.70	332,654.30
49000	Operating Transfers	<u>785,000.00</u>	<u>0.00</u>	<u>785,000.00</u>
TOTAL REVENUES		<u>10,795,598.00</u>	<u>816,050.84</u>	<u>9,979,547.16</u>
 Estimated Fund Balance-June 30, 2009		 16,710,106.00		
EXPENDITURES:		TOTAL ESTIMATED	<u>PAID THRU 9-30-2010</u>	<u>BALANCE</u>
82000	Education Debt	12,291,257.00	2,824,506.65	9,466,750.35
90000	Public Safety Projects	773,625.00	336,812.50	436,812.50
99100	Transfers Out	<u>232,334.00</u>	<u>0.00</u>	<u>232,334.00</u>
TOTAL EXPENDITURES		<u>13,297,216.00</u>	<u>3,161,319.15</u>	<u>10,135,896.85</u>

13-

PUTNAM COUNTY SELF INSURANCE FUND
 FUND BALANCE SUMMARY FOR 2010 - 2011
 As of September 30, 2010



Fund Balance as of June 30, 2010		2,335,674.20
PLUS: Departmental Deposits	341,535.16	
Interest	5,061.37	
	346,596.53	
LESS: Liability Claims	25,581.07	
Work Comp Claims	257,143.28	
Medical Records	0.00	
Claim Adjuster Fees	0.00	
Legal Fees	9,357.40	
Court Reporter & Court Costs	173.00	
Insurance	519,919.43	
WC Fees to PMA Insurance Group	7,750.00	
Management fee	6,500.00	
Liability Reserve Increase (Decrease) this period	-190,000.00	
Work Comp Reserve Increase (Decrease) this period	93,003.00	
	729,427.18	
Ending Fund Balance as of September 30, 2010		2,552,843.55

CASH SUMMARY

Checking account balance as of 09/30/2010	2,165,328.24	
Certificate of Deposit as of 09/30/2010	1,537,440.79	
Work Comp Claim Payment Account 09/30/2010	3,387.35	
Outstanding items:		
CK 2056	-798.90	
CK 2057	-497.75	
PMA Draft 09/30/10	-4,527.18	
Ending Cash Balance as of 09/30/2010		3,700,332.55
Less: Open Liability Claim Reserves as of 09/30/2010		-215,000.00
Open Work Comp Claim Reserves as of 09/30/2010		-932,489.00
Ending Fund Balance as of September 30, 2010		2,552,843.55

Number of Open Liability Claims as of September 30, 2010 8
 Number of Open Work Comp Claims as of September 30, 2010 65

This report was prepared by BB&T Legge Insurance on 11/04/2010

The Chairman asked for discussion on the motion to approve the Quarterly Report for the County General Fund, Debt Service Fund, Solid Waste Sanitation Fund, and Self Insurance Fund. There was none.

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

NEW BUSINESS AND ACTION THEREON BY THE BOARD

REPORT OF STANDING COMMITTEES

PLANNING COMMITTEE

MOTION RE: PLANNING COMMITTEE RECOMMENDS APPROVAL OF THE SOLID WASTE DEPARTMENT NOT ACCEPT UNSHREDDED DOCUMENTS FROM NON-GOVERNMENT SOURCES WHICH CONTAIN SENSITIVE INFORMATION WHICH COULD LEAD TO IDENTITY THEFT

Commissioner Eris Bryant moved and Commissioner Joe Trobaugh seconded the motion to approve the Solid Waste Department not accept unshredded documents from non-government sources which contain sensitive information which could lead to identity theft.

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

The Chairman asked for a voice vote on the motion to approve the Solid Waste Department not accept unshredded documents from non-government sources which contain sensitive information which could lead to identity theft. The motion carried.

FISCAL REVIEW COMMITTEE

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

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

(SEE ATTACHED)

Department of Education Putnam County

DR. KATHLEEN M. AIRHART, Director of Schools

Board of Education

Eric Brown, Chairman
Robert Hargis, Vice-Chairman

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

Board Members

Dr. Ray Jordon
Jerry Maynard
David McCormick
Dr. Janet Moore

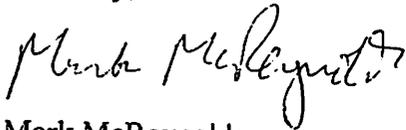
October 28, 2010

Honorable Commissioners
Putnam County Courthouse
Cookeville, TN 38501

Honorable Commissioners:

Please consider approval of the budget amendments to the General Purpose School Fund,
as submitted

Sincerely,



Mark McReynolds
Putnam County Board of Education

Enclosures:

- To budget funds awarded for Putnam Co EL/Civics Grant 2010-11.
- To budget funds received from DeKalb Co for child attending PCS.
- To budget funds awarded to Putnam Co Schools for high-cost special education students.

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

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

ABSENT:

Andy Honeycutt

The Clerk announced that twenty-three (23) voted for, zero (0) voted against, and one (1) absent. The motion carried.

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF THE BUDGET AMENDMENTS TO THE COUNTY GENERAL FUND IN THE AMOUNT OF \$11,175

Commissioner Mike Atwood moved and Commissioner Joe Trobaugh seconded the motion to approve Budget Amendments to the County General Fund in the amount of \$11,175.

(SEE ATTACHED)

Putnam County Budget Amendment/Transfer Authorization Form

Department: County General Fund

Date: October 28, 2010

<u>Fund #</u>	<u>Account #</u>	<u>Account Description</u>	<u>Current Amount</u>	<u>Decrease</u>	<u>Increase</u>	<u>Requested</u>	<u>Amount Expended</u>
101	56700-707	Building Improvements	11,115		11,115	11,115	0
101	58900-734	Disability Act Improvement	4,000	500		3,500	0
101	51800-335	Maint & Repair Buildings	288,153	3,115		285,038	57,442
101	#35110	Hotel Motel Reserve	213,133	7,500			
		reserve as of 6-30-10					

Explanation: Roof replacement, code upgrade and handicap restrooms at Poplar Grove Community Center

Requested By:
Kim Blaylock

The Chairman asked for discussion on the motion to approve the Budget Amendments to the to the County General Fund in the amount of \$11,175. There was none.

The Chairman asked the Commissioners to vote on the motion to approve Budget Amendments to the County General Fund in the amount of \$11,175. The Commissioners voted as follows:

FOR:

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

ABSENT:

Andy Honeycutt

The Clerk announced that twenty-three (23) voted for, zero (0) voted against, and one (1) absent. The motion carried.

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF THE CONTRACT BETWEEN THE PUTNAM COUNTY GENERAL SESSIONS AND JUVENILE COURTS AND UCHRA FOR THE ADULT AND JUVENILE DRUG COURT SERVICES

Commissioner Mike Atwood moved and Commissioner Jim Martin seconded the motion to approve the contract between the Putnam County General Sessions and Juvenile Courts and UCHRA for the Adult and Juvenile Drug Court Services.

(SEE ATTACHED)

24

General Sessions Court

PROBATE & JUVENILE COURTS

JOHN HUDSON NOLAN R. GOOLSBY

JUDGES

October 28, 2010

Honorable Kim Blaylock
Honorable Commissioners
300 E. Spring St.
Cookeville TN, 38501

Dear Mrs. Blaylock and Commissioners

Please consider the request for Putnam County to enter into a contract with Upper Cumberland Human Resource Agency to become the administrative agency for Putnam County Drug Courts. The contract period will begin December 1, 2010 and terminate June 30, 2011. The total of amount of the contract for the period mention above will be for \$30,000.00 which will provide staff and services to Putnam County. The money to establish said contract will come from the Drug Court Services Reserve Account Number 34156. If you have any questions, please feel free to contact me at telephone number 528-5541.

Sincerely,



Gregory C. Bowman
Court Administrator

CONTRACT
BETWEEN THE
Putnam County General Sessions & Juvenile Courts
AND
Upper Cumberland Human Resource Agency
FOR
Adult & Juvenile Drug Court Services

This Contract, by and between the **Putnam County General Sessions and Juvenile Courts**, hereinafter referred to as the COUNTY, and **Upper Cumberland Human Resource Agency**, hereinafter referred to as the AGENCY, is for the provision of services for clients of the General Sessions and Juvenile Drug Courts.

NOW THEREFORE, In consideration of the mutual promises herein contained, the parties have agreed and do hereby enter into this Contract according to the provisions set out herein:

A. SCOPE OF SERVICES:

1. This is a purchase of service agreement. Funding will be provided under the provisions of the Contract to develop and implement service delivery for:
 - a. Providing drug court coordination services to include but are not limited to: staffing of a full-time Coordinator to perform intake, case coordination and follow-through, and reporting.
 - b. Facilitating inter-agency coordination and networking to assure the incorporation of a wide array of effective services to assist the client.
 - c. Maintaining strict confidentiality of client records and information, providing complete and immediate access to those personnel, and officials of Putnam County General Sessions and Juvenile Courts who are authorized to receive confidential information. Agency will maintain accurate expense records and will provide Putnam County with an annual report of expenditures no later than July 15th 2011.

B. PAYMENT TERMS AND CONDITIONS:

1. The COUNTY shall grant \$30,000 to the AGENCY. The AGENCY shall submit an approved monthly claim form for reimbursement with 10 days of the close of each month. Upon approval of the claim form by the COUNTY, reimbursement will be paid to the AGENCY. The AGENCY shall submit reports of services provided and funds expended as required by the COUNTY. The AGENCY shall produce an annual report of all COUNTY funds expended no later than July 31, 2011 or within 30 days if requested by the COUNTY.
2. The amount in paragraph 1 of this section shall constitute entire compensation due the AGENCY for the service and all the AGENCY'S obligations hereunder regardless of the difficulty. The contract price includes, but is not limited to, all applicable taxes, fees, overhead, profit and all other direct and indirect costs incurred or to be incurred by the AGENCY.
3. The amount in paragraph 1 of this section is firm for the duration of the contract and are not subject to escalation for any reason unless amended.
4. In no event shall the maximum liability to the COUNTY under this contract exceed \$30,000.

C. TERM:

This contract shall be effective for the period commencing on December 1, 2010 and ending on June 30, 2011. The COUNTY shall have no obligation for services rendered by the AGENCY which are not performed within the specified period.

D. STANDARD TERMS AND CONDITIONS:

1. The COUNTY is not bound by this contract until it is approved by the appropriate officials as indicated on the signature page of this contract.
2. This contract may be modified only by a written

amendment which has been executed and approved by the appropriate parties as indicated on the signature page of this contract.

3. Either party may terminate this contract giving written notice to the other, at least thirty (30) days before the effective termination date. In that event, the AGENCY shall reimburse the COUNTY any remaining funds that might be unobligated at the time of contract termination.
4. If the AGENCY fails to properly perform its obligation under this contract, or violates any terms of this contract, the COUNTY shall have the right to immediately terminate the contract and require fair restitution of obligated funds. The AGENCY shall not be relieved of liability to the COUNTY for damages sustained by virtue of any breach of this contract by the AGENCY.
5. The AGENCY shall not assign this contract or enter into a subcontract for any of the services (with the exception of the purchase of professional clinical services on behalf of the clients) performed under this contract without obtaining the prior written approval of the COUNTY. If such subcontracts are approved by the COUNTY, they shall contain, at a minimum, paragraphs D. 6 and D. 8 of this contract.
6. The AGENCY shall maintain documentation for all charges against this contract. The books, records and documents of the AGENCY, insofar as they relate to work performed or money received under this contract, shall be maintained for a period of three (3) full years from the date of the final payment, and shall be subject to audit at any reasonable time, and upon reasonable notice by the State Agency, or the Comptroller of the Treasury, or their duly appointed representatives. These records shall be maintained in accordance with generally accepted accounting principles.
7. The AGENCY hereby agrees, warrants, and assures that no person shall be excluded from participation in, be denied benefits of, or otherwise be subjected to discrimination in the performance of this contract or in the employment practices of the Agency on the grounds of handicap or disability, age, race, color, religion, sex, national origin or any other classification protected by Federal and/or Tennessee State constitutional and/or statutory

law. The AGENCY shall, upon request, show proof of such nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of non-discrimination.

8. The AGENCY, being an independent contractor, agrees to carry adequate public/general liability and other appropriate forms of insurance.
9. The AGENCY agrees to pay all taxes incurred in performance of this contract.
10. The COUNTY shall have no liability except as specifically provided in the contract.
11. The AGENCY shall comply with all applicable Federal and State laws and regulations in the performance of the Contract.
12. The contract shall be governed by the laws of the State of Tennessee.
13. The AGENCY certifies, by signing this contract, to the best of its knowledge and belief, that it and its principals:
 - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal or state department or agency;
 - b. Have not within a three year period preceding this contract been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or Local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records making false statements, or receiving stolen property;
 - c. Are not presently indicted for or otherwise charged with a violation by any entity with a commission of a contract or contract offense as cited above and
 - d. Have not within a three (3) year period

preceding this contract award, application and or /proposal had a publicly funded contract, contract or agreement (Federal, State, or Local) terminated for cause or Default.

14. If any provision of this contract is held to be invalid by an appropriate court of law, such invalidity shall not affect the other provisions of this contract, which shall remain in full force and effect.

E. SPECIAL TERMS AND CONDITIONS:

1. Should any of these special terms and conditions conflict with any other items and conditions of this Contract, these special terms and conditions shall control.
2. The AGENCY and its principals certify, to the best of their knowledge and belief, that:
 - a. No Federal appropriated funds have been paid or will be paid, by or on behalf of the AGENCY to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan or cooperative agreement.
 - b. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the AGENCY shall complete and submit Standard Form-LLL "Disclosure Form to Report Lobbying," in accordance with its instructions.
 - c. The CONTRACTOR shall require that the language of this certification be included in the award documents for all sub-awards at all

tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

3. The AGENCY shall comply with 29 USC 701 et seq. (Employment of the Handicapped), 42 USC 12101 et seq. (Americans with Disabilities Act, Pub. L. 101-336) and all other applicable federal regulations in the performance of its duties under this contract.
4. The AGENCY shall maintain strict confidentiality of client records and other similar records in accordance with State and Federal law and established ethical standards.

IN WITNESS WHEREOF, the parties have their duly authorized representatives set their signatures.

By: Phyllis Bennett, Executive Director
Upper Cumberland Human Resource Agency
580 South Jefferson Avenue Suite B
Cookeville, TN 38501

11-15-10
Date

By: Kim Burks Blaylock, County Executive
Putnam County Courthouse
300 East Spring Street Room 8
Cookeville, TN 38501

11-15-10
Date

UPPER CUMBERLAND DRUG COURT FOR PUTNAM COUNTY
LINE-ITEM REIMBURSEMENT CONTRACT INVOICE

NAME AND REMITTANCE ADDRESS OF GRANTEE

CONTRACT PERIOD:
TAX ID #:

INVOICE #
INV. ENDING DATE:
CONTACT PERSON:
CONTACT TELEPHONE:

COST CATEGORY OR PROGRAM	A	B	C	D	E	F	G
	TOTAL PROGRAM BUDGET	TOTAL DCS CONTRACT BUDGET	TOTAL ACTUAL EXPENDITURES YEAR TO DATE	TOTAL ACTUAL EXPENDITURES FOR THIS MONTH	AGENCY MATCH	AMOUNT DUE FROM Putnam County	COMMENTS
1 Salaries							CURRENT BALANCE
2 Benefits & Taxes							
3,4 Professional Fee/Grant & Award (detail attached)							
5 Supplies							
6 Telephone							
7 Postage & Shipping							
8 Occupancy							
9 Equipment Rental & Maintenance							
10 Printing & Publication							
11,12 Travel/Conferences & Meeting							
13 Interest (detail attached)							
14 Insurance							
16 Specific Assistance to Individuals							
17 Depreciation (detail attached)							
18 Other Non-Personnel (detail attached)							
20 Capital Purchase (detail attached)							
22 Indirect Cost							
25 GRAND TOTAL	\$ -		\$ -	\$ -		\$ -	\$ -

32

I hereby certify, to the best of my knowledge, the accuracy of the information provided in this invoice. The amounts billed have not been previously requested and are in accordance with the contract terms and conditions

CONTRACTOR'S AUTHORIZED SIGNATURE DATE

PRINT NAME PHONE #

TITLE: _____

COUNTY EXECUTIVE'S SIGNATURE DATE

Kim Blaylock
County Executive

The Chairman asked for discussion on the motion to approve the contract between the Putnam County General Sessions and Juvenile Courts and UCHRA for the Adult and Juvenile Drug Court Services. The Commissioners discussed the motion.

The Chairman asked the Commissioners to vote on the motion to approve contract between the Putnam County General Sessions and Juvenile Courts and UCHRA for the Adult and Juvenile Drug Court Services. The Commissioners voted as follows:

FOR:

Scott Ebersole
Tom Short
Jerry Ford
Ron Williamson
Anna Ruth Burroughs
Terry Randolph
Chris Savage
Reggie Shanks
Joe Trobaugh
Michael Medley

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

AGAINST:

David Gentry

ABSTAIN:

Eris Bryant

ABSENT:

Andy Honeycutt

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

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF THE BUDGET AMENDMENT TO THE COUNTY GENERAL FUND IN THE AMOUNT OF \$30,000 TO FUND JUVENILE & DRUG COURT FOR PUTNAM COUNTY TENNESSEE

Commissioner Mike Atwood moved and Commissioner Kevin Maynard seconded the motion to approve the Budget Amendment to the County General Fund in the amount of \$30,000 to fund Juvenile & Drug Court for Putnam County Tennessee.

(SEE ATTACHED)

Putnam County Budget Amendment/Transfer Authorization Form

Department: County General Fund

Date: October 28, 2010

<u>Fund #</u>	<u>Account #</u>	<u>Account Description</u>	<u>Current Approved Amount</u>	<u>Decrease</u>	<u>Increase</u>	<u>Amount Requested</u>	<u>Amount Expended</u>
101	53330-399	Drug Court Contracted Services	10,000		30,000	40,000	490
101	#34156	Drug Court Reserve		30,000			

Explanation: See letter from Greg Bowman (attached to contract)

Requested By:
Greg Bowman-Court Administrator

The Chairman asked for discussion on the motion to approve the Budget Amendment to the County General Fund in the amount of \$30,000 to fund Juvenile & Drug Court for Putnam County. There was none.

The Chairman asked the Commissioners to vote on the motion to approve the Budget Amendment to the County General Fund in the amount of \$30,000 to fund Juvenile & Drug Court for Putnam County. The Commissioners voted as follows:

FOR:

Scott Ebersole
Tom Short
David Gentry
Jerry Ford
Ron Williamson
Anna Ruth Burroughs
Terry Randolph
Chris Savage
Reggie Shanks
Joe Trobuagh
Michael Medley

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

ABSTAIN:

Eris Bryant

ABSENT:

Andy Honeycutt

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

MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF THE AMENDMENT TO THE CAPITAL PROJECTS FUND IN THE AMOUNT OF \$50,000 FOR CAPITAL PROJECTS ASSOCIATED WITH BANGHAM, MONTEREY AND BLOOMINGTON SPRINGS WASTE CENTERS

Commissioner Mike Atwood moved and Commissioner Tom Short seconded the motion to approve the Amendment to the Capital Projects Fund in the amount of \$50,000 for Capital Projects associated with Bangham, Monterey, and Bloomington Springs Waste Center.

(SEE ATTACHED)

35

Putnam County Budget Amendment/Transfer Authorization Form

* Department: Capital Project Fund

Date: October 28, 2010

<u>Fund #</u>	<u>Account #</u>	<u>Account Description</u>	<u>Current Approved Amount</u>	<u>Decrease</u>	<u>Increase</u>	<u>Amount Requested</u>	<u>Amount Expended</u>
#171	<u>Sub Fund 006</u> 52500-706	County Clerk Building Construction	216,393	50,000		166,393	128,132
#171	55710-706	Solid Waste Convenience Center Rennovation	0		50,000	50,000	0

Explanation: See breakdown of costs associated with Bangham, Monterey, and Bloomington Springs Centers

Requested By:
Kim Blaylock

BANGHAM

Building	7,500	
Septic & Field Line	665	
Concrete - Walls, Pad, Footers, Building	6,143	
Forming Material	1,000	
Electrical, Wiring, Conduit, Etc.	1,500	
Rebar, Ties, Foundation Chairs	1,496	
Fencing	3,552	
Parking lot - Grade Work, Stump Removal, Gravel	2,700	
Grade Work, Gravel, Install Septic Tank	<u>5,000</u>	
		29,556

BLOOMINGTON SPRINGS

Concrete - Walls, Pad, Footers	3,100	
Rebar, Ties, Foundation Chairs	750	
Siding	1,000	
Grade Work, Gravel	3,750	
New Compactor Pad - Concrete, Rebar, Steel	<u>2,000</u>	
		10,600

MONTEREY

Building	7,500	
Building - Concrete, Rebar	250	
New Compactor Pad - Concrete, Rebar, Steel	<u>2,000</u>	
		<u>9,750</u>

TOTAL PROJECT		<u>49,906</u>
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The Chairman asked for discussion on the motion to approve the Amendment to the Capital Projects Fund in the amount of \$50,000 for capital projects associated with Bangham, Monterey, and Bloomington Springs Waste Center. The Commissioners discussed the motion.

MOTION RE: AMEND THE MOTION TO DEFER FOR 60 DAYS FOR THE LAND & FACILITIES COMMITTEE TO ESTABLISH A GREATER NEEDS LIST

Commissioner Chris Savage moved and Commissioner Scott Ebersole seconded the motion to defer for 60 days for the Land & Facilities Committee to establish a greater needs list.

The Chairman asked the Commissioners to vote on the amended motion to defer for 60 days to establish a greater needs list . The Commissioners voted as follows:

FOR:

Scott Ebersole
David Gentry
Ron Williamson
Chris Savage
Joe Trobaugh
Michael Medley
Jonathan Williams
Kevin Maynard
Kim Bradford
Steve Pierce

AGAINST

Tom Short
Jerry Ford
Anna Ruth Burroughs
Terry Randolph
Reggie Shanks
Eris Bryant
Sue Neal
Daryl Blair
Jim Martin
Bob Duncan
Marsha Bowman
Mike Atwood
Cathy Reel

ABSENT:

Andy Honeycutt

The Clerk announced that ten (10) voted for, thirteen (13) voted against, and one (1) absent. The motion failed.

ORIGINAL MOTION RE: THE FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL OF THE AMENDMENT TO THE CAPITAL PROJECTS FUND IN THE AMOUNT OF \$50,000 FOR CAPITAL PROJECTS ASSOCIATED WITH BANGHAM, MONTEREY, AND BLOOMINGTON SPRINGS WASTE CENTERS

The Chairman asked the Commissioners for discussion on the original motion to approve the Amendment to the Capital Projects Fund in the amount of \$50,000 for Capital Projects associated with Bangham, Monterey, and Bloomington Springs Waste Centers. There was none.

The Chairman asked the Commissioners to vote on the original motion to approve the Amendment to the Capital Projects Fund in the amount of \$50,000 for Capital Projects associated with Bangham, Monterey, and Bloomington Springs Waste Centers. The Commissioners voted as follows:

FOR:

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

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

AGAINST:

Scott Ebersole
Chris Savage

ABSENT:

Andy Honeycutt

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

NOMINATING COMMITTEE

REPORT OF SPECIAL COMMITTEES

RESOLUTIONS

ELECTION OF NOTARIES

Commissioner Mike Atwood moved and Commissioner Anna Ruth Burroughs seconded the motion to approve the Election of Notaries.

(SEE ATTACHED)

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 November 15, 2010

PAMELA BILYEU
LYNDA BREEDEN
TARA L BROOKS
JEFF COMER
JENNY CONLEY
LATISHA DEITERING
ALICIA DICKERSON
KELLY E GUNTER
KYLE HANNA
CINDY HUNTER

KATHY KEY
TERRI L LAMB
TRACI L LAMM
SHERRI LEE
C EARL MADDUX JR
AMBER MAJKA
KENNETH D MANIS
MISTY C POWERS
DARLENE NORA UTHUS
ROBBIE WIGHTMAN

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

ABSENT:

Andy Honeycutt

The Clerk announced that twenty-three (23) voted for, zero (0) voted against, and one (1) absent. The motion carried.

OTHER NEW BUSINESS

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

MATT SWALLOWS – CITY OF COOKEVILLE MAYOR

JERE MASON

CHARLIE COBBLE

(TERMS TO EXPIRE NOVEMBER 2014)

Commissioner Jim Martin moved and Commissioner Daryl Blair seconded the motion to approve County Executive Kim Blaylock's appointments to the E-911 Board as follows: Matt Swallows, Jere Mason, and Charlie Cobble with terms to expire November 2014.

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

The Chairman asked for a voice vote on the appointments of Matt Swallows, Jere Mason, and Charlie Cobble to the E-911 Board. The motion carried.

ANNOUNCEMENTS AND STATEMENTS

EMPLOYEE OF THE MONTH: NONE

41

CITIZEN OF THE MONTH: NONE

SPECIAL AWARD FOR NOVEMBER 2010: MERCEDES MAIRE SMITH

(SEE ATTACHED)

42

SPECIAL AWARD FOR NOVEMBER 2010

MERCEDES MARIE SMITH

Mercedes is a 3.87 GPA honor student at Monterey High School. She is a (4) year letterman in golf and will graduate in 2011.

Her awards in golf tournaments become many to name during her tenure at Monterey High School. She has participated in several tournaments on regional, state and national levels where she has won numerous championships. Her over all high school record is 106 wins, 21 loses and 1 tie. She finished 2nd in the TSSAA High School State Championship. Her driving average is 265 yards. She has had Joint State Resolution # 603 named in her honor as an ambassador.

Her personal goals are eager to learn and a dedicated work ethic.

Footnote:

There is no Citizen of the Month for November 2010

There is no Employee of the Month for November 2010

MOTION RE: ADJOURN

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

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

**FISCAL REVIEW COMMITTEE
MINUTES**

November 8, 2010

Prepared by Deborah Francis

ROLL CALL

Bob Duncan	Present	Daryl Blair	Present
Jerry Ford	Present	Kevin Maynard	Present
Scott Ebersole	Present	Steve Pierce	Present
Terry Randolph	Present	Mike Atwood	Present
Mike Medley	Present	Sue Neal	Present
Andy Honeycutt	Present	Chris Savage	Present

Item #1 Amendments to the General Purpose School Fund

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

Made By: Medley
Seconded: Ebersole

VOICE VOTE

APPROVED

Item #2 Discussion of lighting for the Towne Center
Jim Martin made the presentation and asked the Committee to consider paying 35% of expenses for replacing the lighting system. This would be in the amount of \$16,450.
After researching minutes from April 2002, the agreement states that "the City or Chamber will be totally responsible for the Towne Centre, including, but not limited to maintenance, utilities and insurance".
After much discussion there was NO MOTION MADE.
This will go WITHOUT recommendation to the Full Commission.

Item #3 Budget amendment for Poplar Grove Community Center out of the County General Fund.

Motion: **Recommends approval of the budget amendment to the County General Fund in the amount of \$11,175, for roof replacement, code upgrade and handicap restrooms at the Poplar Grove Community Center.**

Made By: Neal
Second: Randolph

VOICE VOTE

APPROVED

45

Item #4 **Drug Court Contract**

Motion: **Recommends approval of the contract between the Putnam County General Sessions and Juvenile Courts and UCHRA for the Adult and Juvenile Drug Court Services.**

Made By: Neal
Seconded: Blair

VOICE VOTE

APPROVED

Motion: **Recommends approval of the budget amendment to the County General Fund in the amount of \$30,000 to fund Juvenile & Drug Court for Putnam County Tennessee.**

Made By: Neal
Seconded: Duncan

VOICE VOTE

APPROVED

Item #5 **Capital Project Fund budget amendment for Solid Waste Projects**

Motion: **Recommends approval of the amendment to the Capital Projects Fund in the amount of \$50,000 for capital projects associated with Bangham, Monterey and Bloomington Springs Waste Centers.**

Made By: Medley
Seconded: Pierce

VOICE VOTE

APPROVED

Note: Duncan voted "NO"

Item #6 **Any questions about quarterly reports**

NONE *Will be presented at Full Commission*

Item #7 **Any other business**

NONE

ADJOURNED

FISCAL REVIEW AGENDA

TO: Putnam County Board of Commissioners

FROM: Kim Blaylock, County Executive

DATE: October 29, 2010

RE: Fiscal Review Committee Agenda

Listed below are items to be considered by the County's Fiscal Review Committee on Monday, November 8, at 5:30 PM in the County Commission Chambers at the Courthouse.

1. Consider budget amendments to the General Purpose School Fund.

2. Discuss lighting for the Towne Center.

Jim Martin

3. Consider budget amendment to the County General Fund.

Kim Blaylock

4. Consider request to enter contract with UCHRA to become administrative agency for the Putnam County Drug Court. (also budget amendment)

5. Discuss recommendation by the Solid Waste Committee.
Budget amendment to the Capital Projects Fund is to be considered.

6. Any questions about quarterly reports from various funds.

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

PLANNING COMMITTEE MINUTES

November 8, 2010

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	Present	David Gentry	Present
Cathy Reel	Present	Joe Trobaugh	Present

Item #1 **Hear Recommendations from Solid Waste Committee**
Chairman Anna Ruth Burroughs went over what was discussed
at the Solid Waste meeting on October 26, 2010.
 Minutes attached
NO MOTIONS NEEDED-NONE MADE

Item #2 **Document shredding at the Transfer Station**
A policy was presented to the Committee by Jonathan Williams.
After discussion on how to proceed, the following motion
was made:

Motion: **Recommends that the Solid Waste Director be directed to not**
knowingly accept any documents for shredding that would
contain information which may compromise identities.

Made By: Short
Seconded: Williamson

VOICE VOTE

APPROVED

Item #3 **Any other business**

NONE

ADJOURNED

PLANNING COMMITTEE

TO: Putnam County Board of Commissioners
FROM: Kim Blaylock, County Executive
DATE: October 29, 2010
RE: Planning Agenda

Listed below are items to be considered by the County's Planning Committee on Monday, November 8, 2010, at 6:00 PM in the County Commission Chambers at the Courthouse.

1. Discuss recommendations by the Solid Waste Committee.
Solid Waste Committee
2. Discuss document shredding at the Putnam County Transfer Station.
Jonathan Williams
3. Any other business that needs to be reviewed by the Planning Committee.

Nominating Committee Minutes
November 8, 2010
Prepared by Scott Ebersole

Chairman Martin brought the meeting to order at 6:45 pm with the following committee members were present;

Jim Martin
Mike Atwood
Eris Bryant
Bob Duncan
Scott Ebersole

Item #1 Consider 4 appointments to the Clean Commission Board of appeals for 3 year terms set to expire November 2013.

Current Members

Wanda Parrott
Sue Reams
Treva Luke
Arlene Mason

Commissioner Bryant asked if they were willing to serve and
Commissioner Duncan asked if they have met.

Not knowing the answers, a motion was made to defer to next months
meeting. Motion was approved.

Chairman Martin is going to find the answers to these questions.

No other business needing to be discussed meeting adjourned.

NOMINATING AGENDA

TO: Putnam County Board of Commissioners

FROM: Kim Blaylock, County Executive

DATE: October 29, 2010

RE: Nominating Committee Agenda

Listed below are the items to be considered by the County Nominating Committee on Monday, November 8, 2010 immediately after the Planning Committee meeting in the County Commission Chambers.

1. Consider 4 appointments to the Clean Commission Board of Appeals for 3 year terms to expire November 2013.
Current Members
Wanda Parrott
Sue Reams
Trevia Luke
Arlene Mason

*See page 12 of
Statutory Committees*

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

*Note:
County Executive Kim Blaylock will appoint 3 members to the E-911 that terms expire in November. This will be for ratification at the Full Commission meeting.*

Solid Waste - Recycling Committee Meeting
Tuesday, October 26, 2010

Meeting was called to order by the Chair, Commissioner Anna Ruth Burroughs at 5:00pm
The meeting was held in the offices of Wayne Nabors, County Clerk located at 121 South Dixie Ave. Cookeville, TN.

Present for the meeting were: Commissioners Burroughs; Ford; Medley; Savage; and Williamson. Also in attendance were Kim Blaylock, County Executive; Keith Street, Department Head Solid Waste/Recycling; and Mr. Milt Ashburn of Baxter.

Commissioner Burroughs opened the discussion with an inquiry as to the status of a Notice of Alleged Safety or Health Hazards dated March 8, 2010, which were addressed to Putnam County Solid-Waste regarding mold in the workplace for the Bloomington Springs convenience center and the Bangham convenience center (complaint # 207594573).

Mr. Street advised the committee that both sites were re-tested which came back negative including testing performed by TOSHA. He further stated that apparently reports were turned in by County employee(s) but retesting showed no evidence of a problem. Some clarification was requested as to why the notices listed Mr. Jerry Randolph as the director but this is inaccurate as Mr. Randolph is in fact the Assistant Director.

Commissioner Burroughs then inquired about a proposed list of repairs/modifications which were requested for the Bangham (\$29,556), Bloomington Springs (\$10,600), and the Monterey (\$9,750) convenience centers (total cost \$49,906). Cost estimates contain a mix of work to be performed in-house with the balance being performed by outside vendors.

Commissioner Medley asked from where the funds to complete this project would come. Ms. Blaylock responded by saying that approximately \$50,000 was available from the work done on the County Clerk's office. The buildings are to be similar to the structure at the Burgess Falls site and will include insulation, a bathroom, and heat and metal siding. The cost estimates provided include quotes received from outside contractors for concrete work and fencing. It was also noted that the sites in question were over 20 years old and that they were also impacted by significant population increases in the areas they serve.

Mr. Milt Ashburn sited problems that he believes exist at the landfill and felt that the problems he experienced there were far more pressing than the convenience centers under discussion and stressed the need for a compactor at that site. He also expressed concern for trucks that were operating without a tarp covering and that they were spilling debris over the road.

Mr. Street responded by saying that weather permitting, the concrete required to install the compactor at the landfill site would be installed in two weeks from the date of this meeting. He continued by adding that the trucks operating without a tarp covering would require action by the Putnam County Sheriff's office. Commissioner Burroughs requested a copy of the law concerning tarp coverings so she might familiarize herself accordingly prior to discussing the issue with Sheriff Andrews. Ms. Blaylock and Mr. Street will provide the information as requested to the Chair.

Discussion then turned to the issue of who might perform some of the work required for the convenience centers. Ms. Blaylock advised that some of the work could be performed by County maintenance staff as in the example of the Monterey Senior Center. Commissioner Medley asked about the funding of that project and was advised that the Senior Center had received a grant for the remodeling and the County did the balance of the work. (This project was approved by the Commission.)

Mr. Street then restated that the concrete work at the landfill (weather permitting) would commence in the second week in November. Following this, the compactor would be installed. Mr. Ashburn asked if the landfill site might accommodate a second compactor. Mr. Street said that he believed that there was not enough room but would measure the space again to be certain.

Commissioner Burroughs expressed her desire that this committee function effectively and suggested that meetings should not necessarily occur every month but possibly every three months or as required. She then asked if there were any additional comments concerning the convenience center project. Commissioner Williamson stated that he had been advised that there was some difficulty with scavenging at the centers. He was advised that this was a long standing problem and therefore the suggestion was made that the remodeling project should include appropriate signage concerning the prohibition of this activity.

A motion was then made by Commissioner Ford to send the remodeling project to the full Commission for approval. This was seconded by Commissioner Williamson. There was no further discussion and the motion was unanimously approved.

Commissioner Burroughs then inquired as to the morale of our employees to which Mr. Street responded that morale was OK at present.

The issue was then raised about concerns involved with the County shredding documents for individuals and businesses where documents with sensitive personal information are involved. The committee was advised that this matter would be brought to the full Commission.

Since there was no additional business or discussion, Commissioner Williamson moved that the meeting be adjourned. This was seconded by Commissioner Medley. The meeting was adjourned accordingly at 5:33 pm.

Attachments