

**MINUTES  
OF  
PUTNAM COUNTY COMMISSION  
NOVEMBER 18, 2013**

Prepared by:

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

**STATE OF TENNESSEE**

**COUNTY OF PUTNAM**

**BE IT REMEMBERED:** that on November 18, 2013 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 Chairman, Chris Savage called the meeting to order.

The Chairman recognized Commissioner Jerry Ford for the Invocation.

The Chairman recognized Commissioner David Gentry to lead the Pledge to the Flag of the United States of America.

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

**PRESENT:**

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

**ABSENT:**

Steve Pierce

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

**MOTION RE: 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 18, 2013 6:00PM**

**Presiding: Honorable Chris Savage  
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
      - a. Consider Jerry Swift or Carol Vinson for the Fair Board 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 - Jerry Boyd, Director of Schools
  - C. County General Fund, Debt Service Fund, Solid Waste Sanitation Fund, and Self Insurance Fund - P & R Fund -Kim Blaylock, County Executive
9. New Business and Action Thereon by the Board

**A. Report of Standing Committees**

**1. Planning Committee**

**2. Fiscal Review Committee**

- a. Recommends approval of budget amendments to the County General Fund as presented.
- b. Recommends approval of budget amendments to the Road Department Fund as presented.
- c. Recommends approval of budget amendments to the School Department Fund as presented.
- d. Recommends to appoint a Committee to study pension plan options and bring back any recommendations to the Full Commission.
- e. Recommends to request from the Planning Committee a review of the Vehicle Policy and make any recommendations to Full Commission in December to abide by IRS recommendations.
- f. Recommends approval to defer action on making Putnam County Emergency Management Agency a county department until all paperwork has been presented by County Attorney Jeff Jones.
- g. Recommends to discuss the position of electrical inspector position that was recommended by the Budget Committee in the 2013-2014 budget.

**3. Nominating Committee**

- a. Recommends that the following be nominated to the Clean Commission Board of Appeals with 3 year terms expiring November 2016:
  - Wanda Parrott
  - Sue Reams
  - Treva Luke
  - Arlene Mason
- b. Recommends that Eris Bryant be appointed to fill the unexpired term of Anna Ruth Burroughs on the Awards Committee. Term to expire February 2015.

**B. Report of Special Committees**

**C. Resolutions**

**D. Election of Notaries**

**E. Other New Business**

- 1. Hear from District Attorney Randy York on updates on the Family Justice Center.

**10. Announcements and Statements**

**11. Adjourn**

**MOTION RE: AMEND THE AGENDA TO ADD ITEM 9E THE FUNDING FOR COOKEVILLE AND BAXTER SENIOR CITIZENS CENTERS**

Commissioner Ron Williamson moved and Commissioner Jim Martin seconded the motion to amend the Agenda to add Item 9E New Business: The Funding for Cookeville and Baxter Senior Citizens Centers.

The Chairman asked for discussion on the motion to amend the Agenda to add Item 9E: The Funding for Cookeville and Baxter Senior Citizens Centers. The Commissioners discussed the motion.

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

**MOTION RE: APPROVE MINUTES OF THE PREVIOUS MEETING**

Commissioner Kevin Maynard moved and Commissioner Kim Bradford seconded the motion to approve the Minutes of the October 21, 2013 meeting of the Putnam County Board of Commissioners.

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

The Chairman asked for a voice vote on the motion to approve the Minutes of the October 21, 2013 meeting of the Putnam County Board of Commissioners. The motion carried.

**UNFINISHED BUSINESS AND ACTION THEREON BY THE BOARD**

**REPORT OF STANDING COMMITTEES**

**PLANNING COMMITTEE:** No unfinished business.

**FISCAL REVIEW COMMITTEE:** No unfinished business.

**NOMINATING COMMITTEE:**

**MOTION RE: CONSIDER JERRY SWIFT OR CAROL VINSON FOR THE FAIR BOARD COMMITTEE**

Commissioner Ron Williamson moved and Commissioner Kim Bradford seconded the motion to elect Jerry Swift or Carol Vinson as the remaining Fair Board Member.

The Chairman asked the Commissioners to vote for Jerry Swift or Carol Vinson as the remaining Fair Board Member. The Commissioners voted as follows:

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

Steve Pierce: Absent

The Clerk announced twelve (12) voted for Swift and eleven (11) voted for Vinson. Neither received the majority of 13 votes to be elected.

**MOTION RE: DEFER ACTION UNTIL AFTER THE NEXT FAIR BOARD MEETING THE NOMINATION OF THE REMAINING FAIR BOARD MEMBER**

Commissioner Scott Ebersole moved and Commissioner Jim Martin seconded the motion to defer action until after the next Fair Board Meeting the nomination of the remaining Fair Board Member.

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

The Chairman asked the Commissioners to vote on the motion to defer action until after the next Fair Board Meeting the nomination of the remaining Fair Board Member. The Commissioners voted as follows:

**FOR:**

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

Eris Bryant  
Sue Neal  
Daryl Blair  
Jim Martin  
Marsha Bowman  
Mike Atwood

**AGAINST:**

Tom Short  
John Ludwig  
Terry Randolph  
Chris Savage

Jonathan Williamson  
Kevin Maynard  
Kim Bradford  
Bob Duncan  
Cathy Reel

**ABSENT:**

Steve Pierce

The Clerk announced fourteen (14) voted for, nine (9) voted against, zero (0) abstained, and one (1) absent. The motion carried.

**REPORT OF SPECIAL COMMITTEES:**

**HEAR FROM AUDIT COMMITTEE:** No report

**HEAR FROM PERSONNEL POLICY COMMITTEE:** Report given

**HEAR FROM THE SPORTS COMMITTEE:** Report given

**HEAR FROM LAND & FACILITIES COMMITTEE:** not needed at this time

**HEAR FROM TAX FREEZE COMMITTEE:** Report given

**OTHER UNFINISHED BUSINESS:** None

**QUARTERLY REPORTS AND ACTION THEREON BY THE BOARD**

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

**MOTION RE: SCHOOL FUNDS QUARTERLY REPORT – JERRY BOYD,  
DIRECTOR OF SCHOOLS**

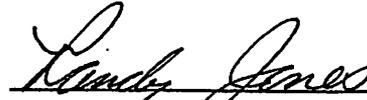
**MOTION RE: COUNTY GENERAL FUND, DEBT SERVICE FUND, SOLID WASTE  
SANITATION FUND, AND SELF INSURANCE FUND, P & R FUND  
QUARTERLY REPORTS - KIM BLAYLOCK, COUNTY EXECUTIVE**

Commissioner Bob Duncan moved and Commissioner Kevin Maynard seconded the motion to approve the Quarterly Reports for the Road Fund, School Funds, and County General Fund, Debt Service Fund, Solid Waste Sanitation Fund, and Self Insurance Fund, and P & R Fund.

(SEE ATTACHED)



PUTNAM COUNTY HIGHWAY DEPARTMENT  
 QUARTERLY REPORT  
 FOR JULY, AUGUST, AND SEPTEMBER, 2013

  
 RANDY JONES, ROAD SUPERVISOR

**REVENUE:**

<u>CODE NUMBER &amp; DESCRIPTION</u>	<u>ESTIMATED</u>	<u>1ST. QUARTER</u>	<u>TOTALS</u>	<u>UN-RELAIZED</u>
40000.110 - 43000.320 LOCAL TAXES	1,613,965	21,951	21,951	1,592,014
44000.130 - 44000.990 OTHER LOCAL	2,100	1,090	1,090	1,010
46000.410 - 46000.930 STATE REVENUE	3,253,668	349,073	349,073	2,904,595
47000.230 - DISASTER RELIEF	0	155,686	155,686	-155,686
<b>TOTAL REVENUE</b>	<b>4,869,733</b>	<b>527,800</b>	<b>527,800</b>	<b>4,341,933</b>
<b>FUND BALANCE 7-01-13</b>	<b>439,475</b>			

**EXPENDITURES:**

<u>CODE NUMBER &amp; DESCRIPTION</u>	<u>ESTIMATED</u>	<u>1ST. QUARTER</u>	<u>TOTALS</u>	<u>UN-EMCUMBERED</u>
61000 - ADMINISTRATION	305,374	72,454	72,454	232,920
62000 - ROAD CONST. & MAINTENANCE	2,562,725	342,914	342,914	2,219,811
63100 - OPERA. & MAINT. OF EQUIP.	329,165	88,575	88,575	240,590
65000 - OTHER CHARGES	219,354	150,002	150,002	69,352
68000 - CAPITAL OUTLAY	1,445,517	70,064	70,064	1,375,453
<b>TOTAL EXPENDITURES</b>	<b>4,862,135</b>	<b>724,009</b>	<b>724,009</b>	<b>4,138,126</b>

# *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

November 5, 2013

Honorable Commissioners  
Putnam County Courthouse  
Cookeville, TN 38501

Honorable Commissioners:

Please consider approval of the following Quarterly Reports for the quarter ended September 30, 2013:

- 141 – General Purpose School Fund
- 142 – Federal Projects Fund
- 143 – Central Cafeteria Fund
- 146 – Extended School Program Fund
- 177 – School Capital Project Fund
- 179 – School Capital Project Fund

Sincerely,



Mark McReynolds  
Putnam County Board of Education

**PUTNAM COUNTY BOARD OF EDUCATION  
FUND 141 - GENERAL PURPOSE SCHOOL FUND  
QUARTERLY REPORT FOR THE QUARTER ENDING SEPTEMBER 2013**

	<u>2013-2014 Budget</u>	<u>Actual Jul-Sept 2013</u>	<u>Actual Oct-Dec 2013</u>	<u>Actual Jan-Mar 2014</u>	<u>Actual Apr-Jun 2014</u>	<u>Total Year to Date</u>
<b>Revenues:</b>						
40000 Local Revenue	28,871,501	2,726,469				2,726,469
41000 Licenses and Permits	5,000	1,159				1,159
43000 Charges for Current Services	288,497	29,571				29,571
44000 Other Local Revenue	115,200	6,845				6,845
46000 State of Tennessee	44,860,587	8,907,718				8,907,718
47000 Federal Thru State	504,886	46,821				46,821
48000 Donations/Other	9,000	-				-
49000 Other Sources	604,675	23,443				-
	<u>75,259,346</u>	<u>11,742,026</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>11,742,026</u>
<b>Encumbrances / Expenditures:</b>						
71100 Regular Education	37,499,148	6,939,885				6,939,885
71150 Alternative Education	627,330	114,818				114,818
71200 Special Education	7,185,332	1,196,362				1,196,362
71300 Vocational Education	1,288,768	223,173				223,173
71600 Adult Education	126,053	18,357				18,357
72110 Attendance	278,670	96,704				96,704
72120 Health Services	778,949	154,381				154,381
72130 Other Student Services	2,412,318	398,350				398,350
72210 Regular Ed. Support	2,491,107	490,145				490,145
72215 Alternative Ed. Support	116,887	26,078				26,078
72220 Special Ed. Support	1,158,238	246,999				246,999
72230 Vocational Ed. Support	90,744	15,972				15,972
72260 Adult Ed. Support	145,103	33,578				33,578
72310 Board of Education	1,383,599	174,315				174,315
72320 Office of the Director	142,116	31,196				31,196
72410 Office of Principal	5,241,480	907,638				907,638
72510 Fiscal Services	581,685	245,671				245,671
72520 Human Services/Personnel	203,701	46,719				46,719
72610 Operation of Plant	6,024,076	2,578,471				2,578,471
72620 Maintenance of Plant	1,908,960	496,874				496,874
72710 Transportation	3,065,323	538,027				538,027
72810 Central & Other Support	767,725	185,697				185,697
73100 Food Services	286,083	65,097				65,097
73300 Community Services	114,754	22,110				22,110
73400 Early Childhood Education	1,716,132	304,478				304,478
99100 Operating Transfers						0
<b>TOTAL</b>	<u>75,634,281</u>	<u>15,551,091</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>15,551,091</u>

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**PUTNAM COUNTY BOARD OF EDUCATION**  
**FUND 142 - SCHOOL FEDERAL PROJECTS FUND**  
**QUARTERLY REPORT FOR THE QUARTER ENDING SEPTEMBER 2013**

	<u>2013-2014 Budget</u>	<u>Actual Jul-Sept 2013</u>	<u>Actual Oct-Dec 2013</u>	<u>Actual Jan-Mar 2014</u>	<u>Actual Apr-Jun 2014</u>	<u>Total Year to Date</u>
<b>Revenues:</b>						
47000 Federal Thru State	9,088,916	1,191,404				1,191,404
49000 Other Sources	168,635	42,085				42,085
	<u>9,257,551</u>	<u>1,233,489</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,233,489</u>
<b>Encumbrances / Expenditures:</b>						
71100 Regular Instruction Program	3,442,390	472,864				472,864
71200 Special Education Program	2,079,851	394,228				394,228
71300 Vocational Education Program	123,872	25,232				25,232
72130 Other Student Support	159,263	57,185				57,185
72210 Regular Instruction Program	2,295,132	507,290				507,290
72220 Special Education Program	238,866	42,661				42,661
72230 Vocational Education Program	5,158	1,138				1,138
72410 Office of the Principal	16,927	2,273				2,273
72710 Transportation	16,358	1,913				1,913
73300 Community Services	557,175	27,078				27,078
99100 Operating Transfers	322,559	42,669				42,669
TOTAL	<u>9,257,551</u>	<u>1,574,530</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,574,530</u>

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**PUTNAM COUNTY BOARD OF EDUCATION**  
**FUND 143 - CENTRAL CAFETERIA FUND**  
**QUARTERLY REPORT FOR THE QUARTER ENDING SEPTEMBER 2013**

	<u>2013-2014 Budget</u>	<u>Actual Jul-Sept 2013</u>	<u>Actual Oct-Dec 2013</u>	<u>Actual Jan-Mar 2014</u>	<u>Actual Apr-Jun 2014</u>	<u>Total Year to Date</u>
<b>Revenues:</b>						
43000 Charges for Current Services	1,800,000	370,770				370,770
44000 Other Local Revenue	49,000	2,550				2,550
46500 State of Tennessee	53,000	-				-
47100 Federal Thru State	4,044,548	568,603				568,603
	<u>5,946,548</u>	<u>941,922</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>941,922</u>
<b>Encumbrances / Expenditures:</b>						
73100 Food Services	5,445,664	1,326,999				1,326,999
99100 Operating Transfers	500,884	75,887				75,887
<b>TOTAL</b>	<u>5,946,548</u>	<u>1,402,886</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,402,886</u>

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**PUTNAM COUNTY BOARD OF EDUCATION**  
**FUND 146 - EXTENDED SCHOOL PROGRAM FUND**  
**QUARTERLY REPORT FOR THE QUARTER ENDING SEPTEMBER 2013**

	2013-2014 Budget	Actual Jul-Sept 2013	Actual Oct-Dec 2013	Actual Jan-Mar 2014	Actual Apr-Jun 2014	Total Year to Date
<b>Revenues:</b>						
43000 Charges for Current Services	980,572	204,531				204,531
	<u>980,572</u>	<u>204,531</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>204,531</u>
<b>Encumbrances / Expenditures:</b>						
73300 Community Services	980,572	195,801				195,801
<b>TOTAL</b>	<u>980,572</u>	<u>195,801</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>195,801</u>

**PUTNAM COUNTY BOARD OF EDUCATION**  
**FUND 177 - SCHOOL CAPITAL PROJECTS**  
**QUARTERLY REPORT FOR THE QUARTER ENDING SEPTEMBER 2013**

	2013-2014 Budget	Actual Jul-Sept 2013	Actual Oct-Dec 2013	Actual Jan-Mar 2014	Actual Apr-Jun 2014	Total Year to Date
<b>Revenues:</b>						
49100 Bonds Issued	-	-	-	-	-	-
	-	-	-	-	-	-
<b>Expenditures:</b>						
91300 Education Capital Projects	-	51,385	-	-	-	51,385
<b>TOTAL</b>	-	51,385	-	-	-	51,385

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**PUTNAM COUNTY BOARD OF EDUCATION**  
**FUND 179 - SCHOOL CAPITAL PROJECTS**  
**QUARTERLY REPORT FOR THE QUARTER ENDING SEPTEMBER 2013**

	2013-2014 Budget	Actual Jul-Sept 2013	Actual Oct-Dec 2013	Actual Jan-Mar 2014	Actual Apr-Jun 2014	Total Year to Date
<b>Revenues:</b>						
49100 Bonds Issued	-	-	-	-	-	-
<b>Expenditures:</b>						
91300 Education Capital Projects	-	241,869				241,869
<b>TOTAL</b>	-	241,869	-	-	-	241,869

**COUNTY GENERAL BUDGET 2013-2014**  
**Statement of Revenues and Expenditures**  
**Period ending September 30, 2013**

**REVENUES:**

		<u>TOTAL ESTIMATED</u>	<u>REC'D THRU 9-30-2013</u>	<u>BALANCE</u>
40000	Local Taxes	13,855,481.00	368,140.26	13,487,340.74
41000	Licenses and Permits	373,000.00	117,439.14	255,560.86
42000	Fines, Forfeitures and Penalties	620,500.00	93,430.89	527,069.11
43000	Charges for Current Service	3,650,000.00	1,062,374.35	2,587,625.65
44000	Other Local Revenue	922,000.00	183,380.24	738,619.76
45000	Fees Received from County Officials	3,630,000.00	540,035.58	3,089,964.42
46000	State of Tennessee	3,649,189.00	409,395.07	3,239,793.93
47000	Federal Government	195,806.00	32,463.38	163,342.62
48000	Other Governments and Citizens Groups	360,000.00	79,151.66	280,848.34
49000	Other Sources (Note Proceeds)	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL REVENUES</b>		<b>27,255,976.00</b>	<b>2,885,810.57</b>	<b>24,370,165.43</b>
Estimated Fund Balance June 30, 2013		10,555,072.00		

**EXPENDITURES:**

		<u>TOTAL ESTIMATED</u>	<u>PAID &amp; ENCUMB.</u> <u>THROUGH 9-30-2013</u>	<u>BALANCE</u>
51000	General Administration	4,520,195.00	1,173,653.49	3,346,541.51
52000	Finance	1,492,864.00	459,973.30	1,032,890.70
53000	Administration of Justice	2,049,726.00	662,323.88	1,387,402.12
54000	Public Safety	8,110,840.00	2,328,102.62	5,782,737.38
55000	Public Health & Welfare	4,959,417.00	1,934,206.82	3,025,210.18
56000	Social, Cultural & Recreational Services	521,404.00	317,230.77	204,173.23
57000	Agriculture & Natural Resources	247,420.00	65,772.32	181,647.68
58000	Other Operations	7,877,639.00	604,841.49	7,272,797.51
99000	Transfers Out	<u>125,000.00</u>	<u>0.00</u>	<u>125,000.00</u>
<b>TOTAL EXPENDITURES</b>		<b>29,904,505.00</b>	<b>7,546,104.69</b>	<b>22,358,400.31</b>

**DEBT SERVICE BUDGET - 2013-2014**  
**Statement of Revenues and Expenditures**  
**Period Ending September 30, 2013**

REVENUES:		TOTAL ESTIMATED	<u>REC'D THRU 9-30-2013</u>	<u>BALANCE</u>
40000	Local Taxes	12,727,590.00	983,326.04	11,744,263.96
44000	Other Local Revenues	30,000.00	131,663.69	(101,663.69)
49000	Other Sources	0	0.00	0.00
<b>TOTAL REVENUES</b>		<b><u>12,757,590.00</u></b>	<b><u>1,114,989.73</u></b>	<b><u>11,642,600.27</u></b>

Estimated Fund Balance-June 30, 2013	6,051,743.00
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EXPENDITURES:		TOTAL ESTIMATED	<u>PAID THRU 9-30-2013</u>	<u>BALANCE</u>
82000	Education Debt	11,625,405.00	2,807,546.06	8,817,858.94
90000	Public Safety Projects	1,108,638.00	454,318.75	654,319.25
99100	Transfers Out	0.00	0.00	0.00
<b>TOTAL EXPENDITURES</b>		<b><u>12,734,043.00</u></b>	<b><u>3,261,864.81</u></b>	<b><u>9,472,178.19</u></b>

Parks and Recreation 2013-2014  
Statement of Revenues and Expenditures  
Period Ending September 30, 2013

REVENUES:	TOTAL ESTIMATED	<u>REC'D THRU 9-30-2013</u>	<u>BALANCE</u>
40000 Local Taxes	855,323.00	40,555.17	814,767.83
43000 Charges for Current Services	60,000.00	3,757.00	56,243.00
44000 Other Local Revenues	65,000.00	16,919.48	48,080.52
49000 Transfers In	<u>320,000.00</u>	<u>0.00</u>	<u>4,600.00</u>
<b>TOTAL REVENUES</b>	<b><u>1,300,323.00</u></b>	<b><u>61,231.65</u></b>	<b><u>923,691.35</u></b>

Estimated Fund Balance-June 30, 2013 170,531.00

EXPENDITURES:	TOTAL ESTIMATED	<u>PAID THRU 9-30-2013</u>	<u>BALANCE</u>
56000 Social Cultural & Recreational	1,322,510.00	124,933.37	1,197,576.63
58000 Other Operations	17,200.00	241.77	16,958.23
<b>TOTAL EXPENDITURES</b>	<b><u>1,339,710.00</u></b>	<b><u>125,175.14</u></b>	<b><u>1,214,534.86</u></b>

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**SOLID WASTE/SANITATION BUDGET - 2013-2014**  
**Statement of Revenues and Expenditures**  
**Period Ending September 30, 2013**

**REVENUES:**

	<u>TOTAL ESTIMATED</u>	<u>REC'D THRU 9-30-2013</u>	<u>BALANCE</u>
40000 Local Taxes	2,734,834.00	33,379.39	2,701,454.61
43000 Charges for Current Service	850,000.00	148,705.92	701,294.08
44000 Other Local Revenues	300,000.00	17,188.68	282,811.32
46000 State of Tennessee	<u>35,000.00</u>	<u>12,387.00</u>	<u>22,613.00</u>
<b>TOTAL REVENUES</b>	<b>3,919,834.00</b>	<b>211,660.99</b>	<b>3,708,173.01</b>

Estimated Fund Balance-June 30, 2013 1,528,744.00

**EXPENDITURES:**

	<u>TOTAL ESTIMATED</u>	<u>PAID &amp; ENCUMBERED THROUGH 9-30-2013</u>	<u>BALANCE</u>
55000 Public Health and Welfare	4,527,875.00	615,027.50	3,912,847.50
58000 Other General Government	<u>70,000.00</u>	<u>2,563.00</u>	<u>67,437.00</u>
<b>TOTAL EXPENDITURES</b>	<b>4,597,875.00</b>	<b>617,590.50</b>	<b>3,980,284.50</b>

20

PUTNAM COUNTY SELF INSURANCE FUND  
 FUND BALANCE SUMMARY FOR 2013 - 2014  
 As of September 30, 2013

Fund Balance as of June 30, 2013		1,269,503.46
PLUS: Departmental Deposits	517,616.50	
Interest	4,421.40	
	522,037.90	
LESS: Liability Claims	30,000.00	
Work Comp Claims	201,517.60	
Medical Records	86.34	
Claim Adjuster Fees	0.00	
Legal Fees	48,286.68	
Court Reporter & Court Costs	192.17	
Insurance	622,500.70	
WC Fees to PMA Insurance Group	4,125.00	
PMA Risk Control Services	5,250.00	
Management fee	13,000.00	
Liability Reserve Increase (Decrease) this period	16,790.00	
Work Comp Reserve Increase (Decrease) this period	-185,869.00	
	755,879.49	
<b>Ending Fund Balance as of September 30, 2013</b>		<b>1,035,661.87</b>

CASH SUMMARY

=====		
Checking balance (9715) as of 09/30/2013	16,250.85	
Checking balance (4324) as of 09/30/2013	257,487.70	
Certificate of Deposit as of 09/30/2013	1,562,764.66	
Outstanding items:		
CK 2086	-1.00	
CK 2424	-3,800.00	
CK 2425	-165.00	
CK 2426	-240.36	
PMA WC Draft not posted	-1,100.62	
PMA WC Draft not posted/deducted from Trustee's rp	27,161.64	
Ending Cash Balance as of 09/30/2013		1,858,357.87
Less: Open Liability Claim Reserves as of 09/30/2013		-150,000.00
Open Work Comp Claim Reserves as of 09/30/2013		-672,696.00
<b>Ending Fund Balance as of September 30, 2013</b>		<b>1,035,661.87</b>

Number of Open Liability Claims as of September 30, 2013	7
Number of Open Work Comp Claims as of September 30, 2013	70

This report was prepared by BB&T Legge Insurance on 10/30/2013

The Chairman asked for discussion on motion to approve the Quarterly Reports for the Road Fund, School Funds, and County General Fund, Debt Service Fund, Solid Waste Sanitation Fund, and Self Insurance Fund, and P & R Fund. There was none.

The Chairman asked the Commissioners for a voice vote on the motion to approve the Quarterly Reports for the Road Fund, School Funds, and County General Fund, Debt Service Fund, Solid Waste Sanitation Fund, and Self Insurance Fund, and P & R Fund. The motion carried.

## **NEW BUSINESS AND ACTION THEREON BY THE BOARD**

### **REPORT OF STANDING COMMITTEES**

**PLANNING COMMITTEE: NONE**

### **FISCAL REVIEW COMMITTEE**

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

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

(SEE ATTACHED)

Putnam County Budget Amendment/Transfer Authorization Form

Department: **COUNTY GENERAL FUND**

Date: **November 2013**

<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>
<b>Other Emergency Management - Grants</b>							
101	54490-735	Health Equipment	0		35,000	35,000	0
101	#46310	Grant from Department of Health <i>EMS Radio Communication</i>			35,000		
<b>Ambulance Service</b>							
101	55130-718	Motor Vehicles	325,000		7,717	332,717	296,815
101	#44530	Sale of Equipment			7,717		
<b>Infectious Disease</b>							
101	55190-413	Medical Supplies	25,000		1,128	26,128	9,659
101	#44990	Local Revenue			1,128		
<b>Jail</b>							
101	54210-799	Other Capital Outlay	15,000		33,000	48,000	0
101	#47250	Law Enforcement Grants <i>Fingerprint Machine</i>			33,000		

Emergency Management Grants - Grant for EMS Radio Communications

Ambulance Service and Infectious Disease - see memo from Randy Porter  
*Sale of vehicles*  
*Flu shot money*

Jail - Grant funding for fingerprint machine for jail

**GRANT CONTRACT**

(cost reimbursement grant contract with a federal or Tennessee local or quasi-governmental entity)

<b>Begin Date</b> 11/1/2013	<b>End Date</b> 6/30/2014	<b>Agency Tracking #</b> 31701-06171	<b>Edison ID</b> 39191		
<b>Contractor Legal Entity Name</b> Putnam County Government			<b>Edison Vendor ID</b> 39		
<b>Subrecipient or Vendor</b> <input checked="" type="checkbox"/> Subrecipient <input type="checkbox"/> Vendor		<b>CFDA #</b> N/A			
<b>Service Caption (one line only)</b> AFIS; Livescan Replacement Putnam County					
<b>Funding —</b>					
<b>FY</b>	<b>State</b>	<b>Federal</b>	<b>Interdepartmental</b>	<b>Other</b>	<b>TOTAL Contract Amount</b>
2014	\$33,000.00				\$33,000.00
<b>TOTAL:</b>	<b>\$33,000.00</b>				<b>\$33,000.00</b>
<b>American Recovery and Reinvestment Act (ARRA) Funding:</b> <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO					
<b>Budget Officer Confirmation:</b> There is a balance in the appropriation from which obligations hereunder are required to be paid that is not already encumbered to pay other obligations.			OCR USE - GG		
<b>Speed Chart</b> FA00001717		<b>Account Code</b> 71301000			

54210-799  
#47250



# GRANT CONTRACT

(cost reimbursement grant contract with a federal or Tennessee local or quasi-governmental entity)



<b>Begin Date</b> October 15, 2013	<b>End Date</b> June 30, 2014	<b>Agency Tracking #</b> 34307-11114	<b>Edison ID</b> 38966
---------------------------------------	----------------------------------	---	---------------------------

<b>Contractor/Legal Entity Name</b> Putnam County Emergency Medical Services	<b>Edison Vendor ID</b> 39
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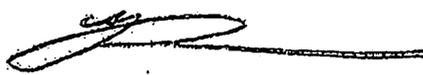
<b>Subrecipient or Vendor</b> <input checked="" type="checkbox"/> Subrecipient <input type="checkbox"/> Vendor	<b>CFDA #</b> 93.889
---	-------------------------

**Service Caption (one line only)**  
Designated coordination center for EMS radio communication pursuant to T.C.A. 68-140-202-204

Funding —					
FY	State	Federal	Interdepartmental	Other	TOTAL Contract Amount
2014		\$35,000			\$35,000
<b>TOTAL:</b>		<b>\$35,000</b>			<b>\$35,000</b>

**American Recovery and Reinvestment Act (ARRA) Funding:**  YES  NO

**Budget Officer Confirmation:** There is a balance in the appropriation from which obligations hereunder are required to be paid that is not already encumbered to pay other obligations.  
Wayne Pearson



OCR USE - GG  
GG-14-38966-00

<b>Speed Chart (optional)</b> HL00012177	<b>Account Code (optional)</b> 71301000
---	--

54490-735  
Revenue #46310

# **PUTNAM COUNTY EMERGENCY MEDICAL SERVICES**

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

## **BUDGET AMENDMENTS**

### **From Flu Shot Charges to 55190-413 Infectious Disease Supplies \$1,128**

We give the county employees flu shots each year and charge them what it cost the county for the vaccine. This is putting those proceeds back into the budget.

### **From Surplus Sale to 55130-718 Motor Vehicles \$7,717**

Proceeds from surplus sale of ambulance chassis. Need to replace two of our technology department vehicles that have over 170,000 miles on them and are in bad mechanical shape. Looking to pick up a couple of state surplus vehicles

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

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

FOR:

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

ABSENT:

Steve Pierce

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

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

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

(SEE ATTACHED)



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

The Chairman asked the Commissioners to vote on the motion to approve the Budget Amendments to the Road Department Fund as presented. 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 Trobaugh  
Mike Medley

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

**AGAINST:**

John Ludwig

**ABSENT:**

Steve Pierce

The Clerk announced twenty-two (22) voted for, one (1) voted against, zero (0) abstained, and one (1) absent. The motion carried.

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

Commissioner Scott Ebersole moved and Commissioner John Ludwig seconded the motion to approve the Budget Amendments to the School Department Fund as presented.

(SEE ATTACHED)

# *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

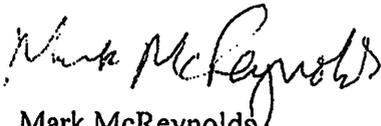
November 5, 2013

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 for carryover of STEM Platform TVA Grant from 2012-2013.
- To move School Improvement Funds from Materials Department to Curriculum Dept.
- To reclassify salary and benefits for the Gifted Student Teachers from Special Education Dept. to Curriculum Dept. per State of Tennessee Dept. of Education.
- To budget funds donated from GAP Foundation for Special Education program.
- To budget Technology Grant from State of Tennessee.
- To establish budget for LEAPs Grant Program for 2013-2014.
- To budget for carryover of Cummins "I AM" Grant from 2012-2013.
- To allocate funds donated by Student Council for Exceptional Children for Special Education program.
- To adjust Special Education High Cost Revenue based on actual allocated amount.
- To adjust beginning balance for the Vocation Rehabilitation 2013-2014 Grant.



V.C.I.B.  
10/7/13  
Approved

Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: \_\_\_\_\_

DATE: 17-Oct-13

Item #	Fund #	Account #	Account Description	Current Approved Amount	Decrease	Increase	Requested Approval Amount
1	141	71100-429-MATER	Instructional Supplies and Materials	410,000.00	100,000.00		310,000.00
2	141	72210-599-CURRI	other Charges	10,000.00		100,000.00	110,000.00
				420,000.00	100,000.00	100,000.00	420,000.00

Explanation: Move School Improvement funds from Materials Department to Curriculum Dept.

3  
2

Requested by: \_\_\_\_\_ Recommended for Approval: \_\_\_\_\_  
Supervisor Official / Department Head

Reviewed by: Mark McRaymond 10/1/13  
Chief Financial Officer

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

Action by County Commission: Approval Non-Approval Date: \_\_\_\_\_

V.C.I.C.  
10/7/13  
Approved

Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Special Education

DATE: October 2013

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
1	141	71200-116	Teacher	3,459,088.75		152,316.00	3,306,772.75
2	141	71200-201	Social Security	307,695.31		9,444.00	298,251.31
3	141	71200-204	State Retirement	445,383.64		13,526.00	431,857.64
4	141	71200-207	Medical Insurance	996,011.00		20,521.00	975,490.00
5	141	71200-208	Dental Insurance	21,178.80		458.00	20,720.80
6	141	71200-212	Empolyer Medicare Liability	71,961.00		196.00	71,765.00
7	141	71100-116	Teacher		152,316.00		152,316.00
8	141	71100-201	Social Security		9,444.00		9,444.00
9	141	71100-204	State Retirement		13,526.00		13,526.00
10	141	71100-207	Medical Insurance		20,521.00		20,521.00
11	141	71100-208	Dental Insurance		458.00		458.00
12	141	71100-212	Empolyer Medicare Liability		196.00		196.00
					196,461.00	196,461.00	

w  
lw

Explanation: To reclassify salary and benefits for the Teachers of Gifted Students.

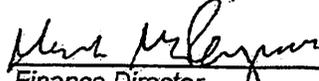
Requested by:

  
Sheri Roberson Supervisor

Recommended for Approval:

\_\_\_\_\_  
Official / Department Head

Reviewed by:

  
Finance Director

Action by Fiscal Review Committee:

Recommended for Approval

No Recommendation

Date: \_\_\_\_\_

Action by County Commission:

Approved

Not Approved

Date: \_\_\_\_\_





V.C.I.F.  
10/7/13  
Approved

Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Grants

DATE: 9/5/2013

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Increase	Requested Approval Amount
1	141	46590-LEAPS	Revenue				
2	141	73300-105-LEAPS	Supervisor		397,500.00		397,500.00
3	141	73300-116-LEAPS	Teachers			2,000.00	(2,000.00)
4	141	73300-146-LEAPS	Bus Drivers			120,000.00	(120,000.00)
5	141	73300-162-LEAPS	Clerical			15,000.00	(15,000.00)
6	141	73300-163-LEAPS	Assistants/Aides			14,015.00	(14,015.00)
7	141	73300-189-LEAPS	Other Salaries			25,200.00	(25,200.00)
8	141	73300-195-LEAPS	Certified Substitutes			34,800.00	(34,800.00)
9	141	73300-198-LEAPS	Non-Certified Substitutes			825.00	(825.00)
10	141	73300-201-LEAPS	Social Security			800.00	(800.00)
11	141	73300-204-LEAPS	Retirement			13,188.00	(13,188.00)
12	141	73300-206-LEAPS	Life Insurance			19,248.00	(19,248.00)
13	141	73300-207-LEAPS	Medical Insurance			30.00	(30.00)
14	141	73300-208-LEAPS	Dental Insurance			12,650.00	(12,650.00)
15	141	73300-210-LEAPS	Unemployment			160.00	(160.00)
16	141	73300-212-LEAPS	Medicare			90.00	(90.00)
17	141	73300-348-LEAPS	Postal Charges			3,088.00	(3,088.00)
18	141	73300-349-LEAPS	Printing Charges			250.00	(250.00)
19	141	73300-355-LEAPS	Travel			250.00	(250.00)
20	141	73300-399-LEAPS	Other Contracted Services			22,890.00	(22,890.00)
21	141	73300-499-LEAPS	Other Supplies/Materials			58,750.00	(58,750.00)
22	141	73300-524-LEAPS	Inservice/Staff Development			22,200.00	(22,200.00)
23	141	73300-599-LEAPS	Other Charges			5,000.00	(5,000.00)
24	141	73300-790-LEAPS	Other Equipment			10,000.00	(10,000.00)
25	141		Indirect Cost			9,000.00	(9,000.00)
					397,500.00	397,500.00	(8,066.00)

36

Explanation: To establish budget for the LEAPs Grant Program for 2013 - 2014.

Requested by:

Supervisor

Recommended for Approval:

Official / Department Head

Reviewed by:

Chief Financial Officer

Action by Fiscal Review Committee:

Recommended for Approval

No Recommendation

Date: \_\_\_\_\_

Action by County Commission:

Approved

Not Approved

Date: \_\_\_\_\_





Putnam County Budget Amendment / Line Item Transfer Authorization Form

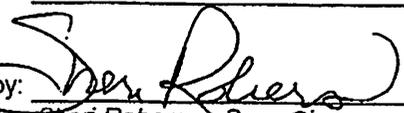
Department: Special Education

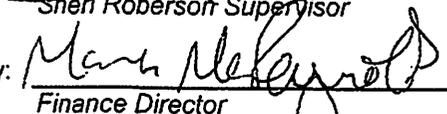
DATE: November 2013

Item #	Fund #	Account #	Account Description	Current Approved Amount	Decrease	Decrease	Requested Approval Amount
1	141		Revenue	264,150.00	51,737.33		212,412.67
2	141	141-71200-116-FED	Teachers	37,370.00		-	37,370.00
3	141	141-71200-163-FED	Aides	86,329.00		-	86,329.00
4	141	141-71200-201-FED	Social Security	7,669.00		-	7,669.00
5	141	141-71200-204-FED	State Retirement	9,565.00		-	9,565.00
6	141	141-71200-206-FED	Life Insurance	133.00		-	133.00
7	141	141-71200-207-FED	Medical Insurance	41,829.00		-	41,829.00
8	141	141-71200-208-FED	Dental Insurance	725.00		-	725.00
9	141	141-71200-210-FED	Unemployment Compensation	436.00		-	436.00
10	141	141-71200-212-FED	Empolyer Medicare Liability	1,794.00		-	1,794.00
11	141	141-71200-429-FED	Instructional Supplies	9,800.00		9,500.00	300.00
12	141	141-71200-725-FED	Special Education Equipment	23,300.00		20,000.00	3,300.00
13	141	141-72220-399-FED	Other Contracted Services	45,200.00		22,237.33	22,962.67
					51,737.33	51,737.33	

39

Explanation: To adjust allocation to match lower revenue received for high cost special needs students.

Requested by:  Recommended for Approval: \_\_\_\_\_  
 Sheri Roberson Supervisor Official / Department Head

Reviewed by:   
 Finance Director

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

Action by County Commission: Approved Not Approved Date: \_\_\_\_\_

Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Special Education

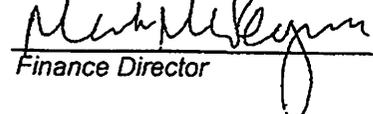
DATE: November 2013

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Increase/ Decrease	Requested Approval Amount
1	141	47143-VOCRE	Revenue	34,501			
2	141	72210-161-VOCRE	Secretary	17,337		1,554	36,055
3	141	72210-163-VOCRE	Educational Assistant	7,420	1,556		17,337
4	141	72210-201-VOCRE	Social Security	1,535	66		1,601
5	141	72210-204-VOCRE	State Ret.	2,533	159		2,692
6	141	72210-206-VOCRE	Life Insurance	23	2		25
7	141	72210-207-VOCRE	Medical Insurance	2,618		48	2,570
8	141	72210-208-VOCRE	Dental Insurance	124		29	95
9	141	72210-210-VOCRE	Unemployment Comp	52	8		60
10	141	72210-212-VOCRE	Emp. Med	359	23		382
11	141	72210-355-VOCRE	Travel	540		30	510
12	141	72210-399-VOCRE	Contracts	1,913		106	1,807
13	141	72210-499-VOCRE	Other Materials and Supplies	47		47	0
				34,501	1,814	1,814	36,055

40

Explanation: To correct beginning balance for the Vocational Rehabilitation (VOCRE) 2013-14 grant budget

Requested by:  Recommended for Approval: \_\_\_\_\_  
 Sheri Roberson Supervisor Official / Department Head

Reviewed by:   
 Finance Director

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

# *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

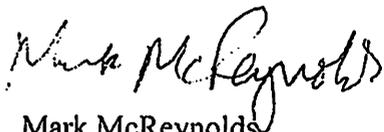
November 5, 2013

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 for carryover of STEM Platform TVA Grant from 2012-2013.
- To move School Improvement Funds from Materials Department to Curriculum Dept.
- To reclassify salary and benefits for the Gifted Student Teachers from Special Education Dept. to Curriculum Dept. per State of Tennessee Dept. of Education.
- To budget funds donated from GAP Foundation for Special Education program.
- To budget Technology Grant from State of Tennessee.
- To establish budget for LEAPs Grant Program for 2013-2014.
- To budget for carryover of Cummins "I AM" Grant from 2012-2013.
- To allocate funds donated by Student Council for Exceptional Children for Special Education program.
- To adjust Special Education High Cost Revenue based on actual allocated amount.
- To adjust beginning balance for the Vocation Rehabilitation 2013-2014 Grant.



V.C.I.B.  
10/7/13  
Approved

Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: \_\_\_\_\_

DATE: 17-Oct-13

Item #	Fund #	Account #	Account Description	Current Approved Amount	Decrease	Increase	Requested Approval Amount
1	141	71100-429-MATER	Instructional Supplies and Materials	410,000.00	100,000.00		310,000.00
2	141	72210-599-CURRI	other Charges	10,000.00		100,000.00	110,000.00
				420,000.00	100,000.00	100,000.00	420,000.00

Explanation: Move School Improvement funds from Materials Department to Curriculum Dept.

Requested by: \_\_\_\_\_ Supervisor Recommended for Approval: \_\_\_\_\_ Official / Department Head

Reviewed by: Mark McRaymond 10/1/13  
Chief Financial Officer

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

Action by County Commission: Approval Non-Approval Date: \_\_\_\_\_

V.C.I.C.  
10/7/13  
Approved

Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Special Education

DATE: October 2013

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Decrease	Requested Approval Amount
1	141	71200-116	Teacher	3,459,088.75		152,316.00	3,306,772.75
2	141	71200-201	Social Security	307,695.31		9,444.00	298,251.31
3	141	71200-204	State Retirement	445,383.64		13,526.00	431,857.64
4	141	71200-207	Medical Insurance	996,011.00		20,521.00	975,490.00
5	141	71200-208	Dental Insurance	21,178.80		458.00	20,720.80
6	141	71200-212	Empolyer Medicare Liability	71,961.00		196.00	71,765.00
7	141	71100-116	Teacher		152,316.00		152,316.00
8	141	71100-201	Social Security		9,444.00		9,444.00
9	141	71100-204	State Retirement		13,526.00		13,526.00
10	141	71100-207	Medical Insurance		20,521.00		20,521.00
11	141	71100-208	Dental Insurance		458.00		458.00
12	141	71100-212	Empolyer Medicare Liability		196.00		196.00
					196,461.00	196,461.00	

Explanation: To reclassify salary and benefits for the Teachers of Gifted Students.

Requested by: *Sheri Roberson*  
Sheri Roberson Supervisor

Recommended for Approval: \_\_\_\_\_  
Official / Department Head

Reviewed by: *Mark McQuinn*  
Finance Director

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

Action by County Commission: Approved    Not Approved    Date: \_\_\_\_\_

77





V.C.I.F.  
10/7/13  
Approval

Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Grants

DATE: 9/5/2013

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Increase	Requested Approval Amount
1	141	46590-LEAPS	Revenue				
2	141	73300-105-LEAPS	Supervisor		397,500.00		397,500.00
3	141	73300-116-LEAPS	Teachers			2,000.00	(2,000.00)
4	141	73300-146-LEAPS	Bus Drivers			120,000.00	(120,000.00)
5	141	73300-162-LEAPS	Clerical			15,000.00	(15,000.00)
6	141	73300-163-LEAPS	Assistants/Aides			14,015.00	(14,015.00)
7	141	73300-189-LEAPS	Other Salaries			25,200.00	(25,200.00)
8	141	73300-195-LEAPS	Certified Substitutes			34,800.00	(34,800.00)
9	141	73300-198-LEAPS	Non-Certified Substitutes			825.00	(825.00)
10	141	73300-201-LEAPS	Social Security			800.00	(800.00)
11	141	73300-204-LEAPS	Retirement			13,188.00	(13,188.00)
12	141	73300-206-LEAPS	Life Insurance			19,248.00	(19,248.00)
13	141	73300-207-LEAPS	Medical Insurance			30.00	(30.00)
14	141	73300-208-LEAPS	Dental Insurance			12,650.00	(12,650.00)
15	141	73300-210-LEAPS	Unemployment			160.00	(160.00)
16	141	73300-212-LEAPS	Medicare			90.00	(90.00)
17	141	73300-348-LEAPS	Postal Charges			3,088.00	(3,088.00)
18	141	73300-349-LEAPS	Printing Charges			250.00	(250.00)
19	141	73300-355-LEAPS	Travel			250.00	(250.00)
20	141	73300-399-LEAPS	Other Contracted Services			22,890.00	(22,890.00)
21	141	73300-499-LEAPS	Other Supplies/Materials			58,750.00	(58,750.00)
22	141	73300-524-LEAPS	Inservice/Staff Development			22,200.00	(22,200.00)
23	141	73300-599-LEAPS	Other Charges			5,000.00	(5,000.00)
24	141	73300-790-LEAPS	Other Equipment			10,000.00	(10,000.00)
25	141		Indirect Cost			9,000.00	(9,000.00)
					397,500.00	397,500.00	(8,066.00)

47

Explanation: To establish budget for the LEAPs Grant Program for 2013 - 2014.

Requested by:

Supervisor

Recommended for Approval:

Official / Department Head

Reviewed by:

Chief Financial Officer

Action by Fiscal Review Committee:

Recommended for Approval

No Recommendation

Date: \_\_\_\_\_

Action by County Commission:

Approved

Not Approved

Date: \_\_\_\_\_





Putnam County Budget Amendment / Line Item Transfer Authorization Form

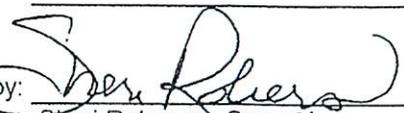
Department: Special Education

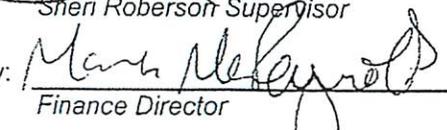
DATE: November 2013

Item #	Fund #	Account #	Account Description	Current Approved Amount	Decrease	Decrease	Requested Approval Amount
1	141		Revenue	264,150.00	51,737.33		212,412.67
2	141	141-71200-116-FED	Teachers	37,370.00		-	37,370.00
3	141	141-71200-163-FED	Aides	86,329.00		-	86,329.00
4	141	141-71200-201-FED	Social Security	7,669.00		-	7,669.00
5	141	141-71200-204-FED	State Retirement	9,565.00		-	9,565.00
6	141	141-71200-206-FED	Life Insurance	133.00		-	133.00
7	141	141-71200-207-FED	Medical Insurance	41,829.00		-	41,829.00
8	141	141-71200-208-FED	Dental Insurance	725.00		-	725.00
9	141	141-71200-210-FED	Unemployment Compensation	436.00		-	436.00
10	141	141-71200-212-FED	Empolyer Medicare Liability	1,794.00		-	1,794.00
11	141	141-71200-429-FED	Instructional Supplies	9,800.00		9,500.00	300.00
12	141	141-71200-725-FED	Special Education Equipment	23,300.00		20,000.00	3,300.00
13	141	141-72220-399-FED	Other Contracted Services	45,200.00		22,237.33	22,962.67
							-
							-
							-
							-
					51,737.33	51,737.33	

05

Explanation: To adjust allocation to match lower revenue received for high cost special needs students.

Requested by:  Recommended for Approval: \_\_\_\_\_  
 Sheri Roberson Supervisor Official / Department Head

Reviewed by:   
 Finance Director

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

Action by County Commission: Approved Not Approved Date: \_\_\_\_\_

Putnam County Budget Amendment / Line Item Transfer Authorization Form

Department: Special Education

DATE: November 2013

Item #	Fund #	Account #	Account Description	Current Approved Amount	Increase	Increase/ Decrease	Requested Approval Amount
1	141	47143-VOCRE	Revenue	34,501			
2	141	72210-161-VOCRE	Secretary	17,337		1,554	36,055
3	141	72210-163-VOCRE	Educational Assistant	7,420	1,556		17,337
4	141	72210-201-VOCRE	Social Security	1,535	66		1,601
5	141	72210-204-VOCRE	State Ret.	2,533	159		2,692
6	141	72210-206-VOCRE	Life Insurance	23	2		25
7	141	72210-207-VOCRE	Medical Insurance	2,618		48	2,570
8	141	72210-208-VOCRE	Dental Insurance	124		29	95
9	141	72210-210-VOCRE	Unemployment Comp	52	8		60
10	141	72210-212-VOCRE	Emp. Med	359	23		382
11	141	72210-355-VOCRE	Travel	540		30	510
12	141	72210-399-VOCRE	Contracts	1,913		106	1,807
13	141	72210-499-VOCRE	Other Materials and Supplies	47		47	0
				34,501	1,814	1,814	36,055

Explanation: To correct beginning balance for the Vocational Rehabilitation (VOCRE) 2013-14 grant budget

Requested by: *Sheri Roberson* Recommended for Approval: \_\_\_\_\_  
*Sheri Roberson Supervisor* Official / Department Head

Reviewed by: *Mark [Signature]*  
*Finance Director*

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

51

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

The Chairman asked the Commissioners to vote on the motion to approve the Budget Amendments to the School Department Fund as presented. The Commissioners voted as follows

FOR:

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

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

ABSENT:

Steve Pierce

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

**MOTION RE: FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL TO APPOINT A COMMITTEE TO STUDY PENSION PLAN OPTIONS AND BRING BACK ANY RECOMMENDATIONS TO THE FULL COMMISSION**

Commissioner Scott Ebersole moved and Commissioner Jim Martin seconded the motion to appoint a Committee to study pension plan options and bring back any recommendations to the Full Commission.

(SEE ATTACHED )

52

**Tennessee Consolidated Retirement System Local Government Plan Options**

Nothing in this document applies to State Employees, K-12 Teachers or Higher Education Employees  
 Nothing in this document applies to any local government employee hired prior to the effective date July 1, 2012  
 No local government entity is required to make any changes  
 These provisions are optional and are effective only upon adoption by the local government entity

Current Plan Features	Current Local Government Plan and Additional Options for new hires (Selected Provisions Only – See legislation for all provisions)																											
<p><b>Plan 1</b>                      Current TCRS political subdivision pension plan.</p> <ul style="list-style-type: none"> <li>Provides pension multiplier of 1.575% for retirement at age 60 or after 30 years of service</li> <li>Early retirement available with reduction at age 55 or after 25 years of service</li> <li>Employers may require either 0% or 5% of pay employee contribution; and may select annual cost of living adjustment (COLA) with 3% cap or no COLA</li> </ul>	<p>1.1 All current local government employees remain in Plan 1 with no changes, even if local government adopts one or more options below for new hires after July 1, 2012.</p> <p>1.2 Employers may retain this option for employees hired after July 1, 2012.                      Local government entities may only adopt <u>additional provisions</u> for Plan 1 for new hires effective the later of July 1, 2012 or the date the option is adopted by local government.</p> <p>1.3 Employers may adopt an additional contributory option for new employees at 2.5% of salary. Result is Employer may require new hire Employees to contribute 0%, 2.5%, or 5% of pay to the plan.</p> <p>1.4 Local government employers may (for new hires only) freeze, suspend or modify benefits, employee contributions, plan terms and design prospectively (i.e., for future service) for employees hired after the July 1, 2012. Accrued benefits will not be affected.</p> <table border="1" data-bbox="483 602 1344 746"> <thead> <tr> <th colspan="7">Normal Cost to local government entity employer (percent of payroll):</th> </tr> <tr> <th rowspan="2"></th> <th colspan="2">0% Employee</th> <th colspan="2">2.5% Employee</th> <th colspan="2">5.0% Employee</th> </tr> <tr> <th>COLA</th> <th>NO COLA</th> <th>COLA</th> <th>NO COLA</th> <th>COLA</th> <th>NO COLA</th> </tr> </thead> <tbody> <tr> <td>Plan 1</td> <td>11.2%</td> <td>9.1%</td> <td>8.8%</td> <td>6.7%</td> <td>6.5%</td> <td>4.4%</td> </tr> </tbody> </table>	Normal Cost to local government entity employer (percent of payroll):								0% Employee		2.5% Employee		5.0% Employee		COLA	NO COLA	COLA	NO COLA	COLA	NO COLA	Plan 1	11.2%	9.1%	8.8%	6.7%	6.5%	4.4%
Normal Cost to local government entity employer (percent of payroll):																												
	0% Employee		2.5% Employee		5.0% Employee																							
	COLA	NO COLA	COLA	NO COLA	COLA	NO COLA																						
Plan 1	11.2%	9.1%	8.8%	6.7%	6.5%	4.4%																						
<p><b>Summary of New Local Government Retirement Plan Options</b>                      (Selected Provisions Only – See legislation for all provisions)</p>																												
<p><b>Plan 2</b>                      2012 pension plan reforms.</p> <ul style="list-style-type: none"> <li>Modify current plan to adjust for longevity, reduce costs and increase employer options</li> </ul>	<p>2.1 Defined Benefit Pension Plan with Annual Service Accrual multiplier of 1.4%.</p> <p>2.2 New retirement age of 65 or Rule of 90. Permit earlier retirement at age 60 or Rule of 80, at a reduced benefit using the full, unsubsidized actuarial discount factors. Public Safety Officer eligibility and benefits remain the same, if adopted by the local government</p> <p>2.3 Maximum annual pension benefit of \$80,000 adjusted for CPI.</p> <p>2.4 Employers may elect annual COLA capped at 3% or no COLA provision.</p> <p>2.5 Employers may require employee contributions of 0%, 2.5%, or 5% of pay.</p> <p>2.6 Local government employers may (for new hires only) freeze, suspend or modify benefits, employee contributions, plan terms and design prospectively (i.e., for future service) for employees hired after the July 1, 2012. Accrued benefits will not be affected.</p> <table border="1" data-bbox="483 1129 1370 1268"> <thead> <tr> <th colspan="7">Normal Cost to local government entity employer (percent of payroll):</th> </tr> <tr> <th rowspan="2"></th> <th colspan="2">0% Employee</th> <th colspan="2">2.5% Employee</th> <th colspan="2">5.0% Employee</th> </tr> <tr> <th>COLA</th> <th>NO COLA</th> <th>COLA</th> <th>NO COLA</th> <th>COLA</th> <th>NO COLA</th> </tr> </thead> <tbody> <tr> <td>Plan 2</td> <td>8.2%</td> <td>6.8%</td> <td>5.8%</td> <td>4.4%</td> <td>3.4%</td> <td>2.0%</td> </tr> </tbody> </table>	Normal Cost to local government entity employer (percent of payroll):								0% Employee		2.5% Employee		5.0% Employee		COLA	NO COLA	COLA	NO COLA	COLA	NO COLA	Plan 2	8.2%	6.8%	5.8%	4.4%	3.4%	2.0%
Normal Cost to local government entity employer (percent of payroll):																												
	0% Employee		2.5% Employee		5.0% Employee																							
	COLA	NO COLA	COLA	NO COLA	COLA	NO COLA																						
Plan 2	8.2%	6.8%	5.8%	4.4%	3.4%	2.0%																						
<p><b>Plan 3</b>                      Hybrid plan option (i.e. Defined Benefit Plan plus Defined Contribution Plan)</p> <ul style="list-style-type: none"> <li>1% pension multiplier; plus</li> <li>401(k), 401(a) or 457 Plan</li> </ul>	<p>3.1 All the same Defined Benefit Pension Plan Provisions as Plan 2 above, except Annual Service Accrual multiplier is 1%</p> <p>3.2 Employer must provide some form of defined contribution (DC) plan, which can be satisfied with a supplemental deferred compensation plan or any other qualified defined contribution plan.</p> <p>3.3 State will offer its 401(k) plan and other DC options to local governments but local governments may procure DC plan from any source.</p> <p>3.4 Maximum employer contribution to the DC component would be limited to 7%.</p> <p>3.5 State recommends, but does not require, that participating local government employers require combined employer and employee contributions of at least 5% of salary in the DC plan.</p> <table border="1" data-bbox="483 1508 1370 1651"> <thead> <tr> <th colspan="4">Normal Cost to local government entity employer of defined benefit plan portion only (percent of payroll):</th> </tr> <tr> <th rowspan="2"></th> <th colspan="2">0% Employee</th> <th colspan="2">2.5% Employee</th> <th colspan="2">5.0% Employee</th> </tr> <tr> <th>COLA</th> <th>NO COLA</th> <th>COLA</th> <th>NO COLA</th> <th>COLA</th> <th>NO COLA</th> </tr> </thead> <tbody> <tr> <td>Plan 3</td> <td>5.9%</td> <td></td> <td>3.5%</td> <td></td> <td>1.1%</td> <td></td> </tr> </tbody> </table>	Normal Cost to local government entity employer of defined benefit plan portion only (percent of payroll):					0% Employee		2.5% Employee		5.0% Employee		COLA	NO COLA	COLA	NO COLA	COLA	NO COLA	Plan 3	5.9%		3.5%		1.1%				
Normal Cost to local government entity employer of defined benefit plan portion only (percent of payroll):																												
	0% Employee		2.5% Employee		5.0% Employee																							
	COLA	NO COLA	COLA	NO COLA	COLA	NO COLA																						
Plan 3	5.9%		3.5%		1.1%																							
<p><b>Plan 4</b>                      Defined contribution option</p> <ul style="list-style-type: none"> <li>401(k), 401(a) or 457 Plan</li> </ul>	<p>4.1 State can provide local government entities three options: 401(k) plan, a fixed-contribution 401(a) plan and its supplemental 457 plans as employer options.</p> <p>4.2 Employers are free to design any benefit and contribution level available under the third-party administrator's recordkeeping system.</p> <p>4.3 Maximum combined employer and employee contributions are subject to IRS limits.</p> <p>4.4 State will offer its defined contribution plans to local governments, but local governments may procure a defined contribution plan from any source.</p>																											

This estimate of Normal Cost is based on current TCRS annual earnings assumption of 7.5%. Use of a lower earnings assumption will result in a higher normal cost. Normal cost is the portion of compensation (expressed as a percentage of payroll) that is being deferred in the current accounting year. This is one element of total pension cost which can increase due to multiple factors such as market losses in investments, future salary increases in excess of assumptions, and is not a guarantee of costs for a particular entity. Normal cost can only be determined by an actuarial study of a particular local government entity.

For further information, please go to [www.treasury.tn.gov/tcrs](http://www.treasury.tn.gov/tcrs) and select the tab titled "New Plans for Local Govt". Please contact the TCRS Field Services division at (615) 741-1971 for questions or to obtain appropriate resolutions.

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## Tennessee Department of Treasury



**Tennessee Consolidated Retirement System  
New State, Higher Education and Teacher Hybrid Plan  
applicable to new hires on or after July 1, 2014  
Public Chapter 259, Acts of 2013**

**For local governments, these provisions are optional and are effective for new hires only and only upon adoption  
by the local government entity**

**No local government entity is required to make any changes**

Nothing in this Act applies to currently employed State Employees, currently employed K-12 Teachers or currently employed Higher Education Employees  
Nothing in this Act applies to any employee hired prior to the effective date July 1, 2014 or to any retiree

<p><b>New Hybrid Plan</b> 2013 pension plan reforms.</p> <ul style="list-style-type: none"> <li>• Defined Benefit (DB) Plan plus Defined Contribution (DC) Plan</li> <li>• Optional for local government entities</li> <li>• Controls to limit employer cost and unfunded liability</li> <li>• Applies to all new hire state, K-12 teacher, and higher education employees subject to FLSA hired on or after July 1, 2014</li> <li>• Higher Ed employees not subject to FLSA may elect to participate in Hybrid Plan or Optional Retirement Plan</li> <li>• DB component plan provides 1.0% annual service accrual multiplier</li> <li>• Employer contributes 4% of payroll to DB Component; 5% of payroll to DC Component for aggregate employer contribution of 9%</li> <li>• Employee contributes 5% of payroll to DB Component; auto enrolled for 2% of payroll contribution to DC Component, but may opt out of DC employee contribution</li> </ul>	<p><b>2.1 Defined Benefit Component:</b></p> <p>2.1.1 1.0% annual service accrual multiplier for state employees, higher education employees and teachers</p> <p>2.1.2 Eligibility for retirement at age 65 or Rule of 90 (i.e. age plus years of service equals 90). Earlier retirement permitted at age 60 or Rule of 80, at a reduced benefit using the full, unsubsidized actuarial discount factors. Benefits for Public Safety Officers will be calculated under 1% formula, but eligible for retirement at age 55 with 25 years of service and receive a bridge benefit until age 62 (for local governments bridge benefits are optional)</p> <p>2.1.3 Maximum annual pension benefit of \$80,000 adjusted for Consumer Price Index (CPI).</p> <p>2.1.4 5% of salary employee contribution for all participants.</p> <p>2.1.5 Target employer contribution of 4% of payroll to DB component. State is responsible for state and higher education employees; LEA's are responsible for teachers.</p> <p>2.1.6 Employer may freeze, suspend or modify benefits, employee contributions, plan terms and design prospectively (i.e., for future service). Accrued benefits will not be affected.</p> <p>2.1.7 5 years of service required for vesting.</p> <p>2.1.8 Annual Cost of Living Adjustment (COLA) based on Consumer Price Index (CPI) 3% annual maximum.</p> <p>2.1.9 Higher education employees exempt from FLSA have option to enroll in either: (a) Hybrid Plan; or (b) Optional Retirement Plan (ORP) with employer contribution of 9% of salary annually.</p> <p>2.1.10 Target maximum unfunded liabilities for the plan may not exceed 25% of the 5 year rolling average of State of Tennessee's outstanding general obligation bond debt, including general obligation commercial paper. Limit is split between state and teacher plans. Local governments adopting hybrid plan may adopt unfunded limits of their choice.</p> <p>2.1.11 An actuarial stabilization reserve account will be established. Excess contributions above the actuarially required contribution rate will be contributed to the reserve.</p> <p>2.1.12 Elected state Judges will have a 1.6% annual service accrual multiplier. In addition, the State Attorney General, elected District Attorneys General, elected Public Defenders; and if adopted by the county, General Sessions, Probate and Juvenile Court Judges, will be in this group.</p> <p><b>2.2 Defined Contribution Component</b></p> <p>2.2.1 5% of salary employer contribution. State is responsible for state and higher education employees; LEA's are responsible for teachers.</p> <p>2.2.2 Auto enrollment required for all employees and teachers in the state's defined contribution plan.</p> <p>2.2.3 2% of salary employee contribution, with opt-out feature.</p> <p>2.2.4 Immediate vesting for employee.</p> <p>2.2.5 State will offer its 401(k) plan and other DC options to local governments but local governments may procure DC plan from any source. Teachers must use the state's DC plan. Tennessee Treasury Department plans to offer additional DC investment option of Tennessee Treasury Department Managed Fund. Tennessee Treasury Department plans to offer participant financial education.</p> <p><b>3.1 Employer Cost and Unfunded Liability Controls</b></p> <p>3.1.1 An annual actuarial valuation establishes the employer contribution rate and unfunded liabilities (if any) of DB component. If DB component employer cost exceeds 4% of payroll or if the target unfunded liabilities are exceeded for the DB component plan, the following adjustments will automatically occur in the following sequence:</p> <p>3.1.1.1 Utilize funds in the actuarial stabilization account</p> <p>3.1.1.2 Reduce or suspend the maximum 3% annual COLA</p> <p>3.1.1.3 Shift some or all the DC employer contribution to the DB plan</p> <p>3.1.1.4 Increase employee contribution to DB plan by 1% of payroll</p> <p>3.1.1.5 Reduce future service accrual below 1%</p> <p>3.1.1.6 Freeze plan; no future accruals</p> <p>3.1.2 When employer cost is restored to 4% of payroll and unfunded liabilities do not exceed Target Maximum Unfunded Liabilities, then adjustments previously made are restored on a prospective basis.</p>
<p>For further information, please go to <a href="http://www.treasury.tn.gov/tcrs">www.treasury.tn.gov/tcrs</a> and select the tab titled "State &amp; Teacher Plans".</p>	
<p>For required Local Education Agency (LEA) enrollment in State of Tennessee Defined Contribution Plans, contact Kaci Lantz, Director of Defined Contribution Plans by email at <a href="mailto:Kaci.Lantz@tn.gov">Kaci.Lantz@tn.gov</a> or phone (615) 532-2347.</p>	
<p>For all other inquiries, please contact: Jill Bachus, Director of the Tennessee Consolidated Retirement System at <a href="mailto:Jill.Bachus@tn.gov">Jill.Bachus@tn.gov</a> or (615) 253-3845.</p>	

54

The Chairman asked for discussion on the motion to appoint a committee to study pension plan options and bring back any recommendations to the Full Commission. The Commissioners discussed the motion.

Scott Ebersole, Bob Duncan, and Kevin Maynard were appointed to the committee to study pension plan options and bring back any recommendations to the Full Commission.

**MOTION RE: FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL TO REQUEST FROM THE PLANNING COMMITTEE A REVIEW OF THE VEHICLE POLICY AND MAKE ANY RECOMMENDATIONS TO FULL COMMISSION IN DECEMBER TO ABIDE BY IRS RECOMMENDATIONS**

Commissioner Scott Ebersole moved and Commissioner Mike Medley seconded the motion to approve a request from the Planning Committee a review of the Vehicle Policy and make any recommendations to Full Commission in December to abide by IRS recommendations.

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

**MOTION RE: AMEND THE MOTION TO NO LATER THAN JANUARY 2014**

Commissioner Jonathan Williams moved and Commissioner Joe Trobaugh seconded the amended motion to no later than January 2014.

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

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

**MOTION RE: FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL TO DEFER ACTION ON MAKING PUTNAM COUNTY EMERGENCY MANAGEMENT AGENCY A COUNTY DEPARTMENT UNTIL ALL PAPERWORK HAS BEEN PRESENTED BY COUNTY ATTORNEY JEFF JONES**

Commissioner Scott Ebersole moved and Commissioner Joe Trobaugh seconded the motion to approve to defer action on making Putnam County Emergency Management Agency a County Department until all paperwork has been presented by County Attorney Jeff Jones.

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

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

55

**MOTION RE: FISCAL REVIEW COMMITTEE RECOMMENDS APPROVAL TO DISCUSS THE POSITION OF ELECTRICAL INSPECTOR POSITION THAT WAS RECOMMENDED BY THE BUDGET COMMITTEE IN THE 2013-2014 BUDGET**

**MOTION RE: TO DELETE ELECTRICAL INSPECTOR FROM BUDGET**

Commissioner Mike Medley moved and Commissioner Cathy Reel seconded the motion to delete the electrical inspector from the Budget.

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

**MOTION RE: SUBSTITUTE MOTION TO SEND TO CODES COMMITTEE THE ELECTRICAL INSPECTOR POSITION**

Commissioner Daryl Blair moved and Commissioner Eris Bryant seconded the substitute motion to send to the Codes Committee the electrical inspector position.

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

**MOTION RE: DEFER UNTIL APPROPRIATE DOCUMENTATION CAN BE PRESENTED TO FISCAL REVIEW COMMITTEE CONCERNING THE MATTER OF THE ELECTRICAL INSPECTOR – INCLUDING REVENUE SOURCES AND TOTAL REVIEW OF COSTS**

Commissioner Bob Duncan moved and Commissioner Sue Neal seconded the motion to defer until appropriate documentation can be presented to Fiscal Review Committee Concerning the matter of the electrical inspector, including revenue sources and total review of costs.

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

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

**NOMINATING COMMITTEE:**

**MOTION RE: NOMINATING COMMITTEE RECOMMENDS THAT THE FOLLOWING BE NOMINATED TO THE CLEAN COMMISSION BOARD OF APPEALS WITH 3 YEAR TERMS EXPIRING NOVEMBER 2016: WANDA PARROTT  
SUE REAMS  
TREVA LUKE  
ARLENE MASON**

Commissioner Jim Martin moved and Commissioner Daryl Blair seconded the motion to nominate Wanda Parrott, Sue Reams, Treva Luke, and Arlene Mason to the Clean Commission Board of Appeals.

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The Chairman asked for discussion on the motion to nominate Wanda Parrott, Sue Reams, Treva Luke, and Arlene Mason to the Clean Commission Board of Appeals. There was none.

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

**MOTION RE: NOMINATING COMMITTEE RECOMMENDS THAT ERIS BRYANT BE APPOINTED TO FILL THE UNEXPIRED TERM OF ANNA RUTH BURROUGHS ON THE AWARDS COMMITTEE. TERM TO EXPIRE FEBRUARY 2015**

Commissioner Jim Martin moved and Commissioner Daryl Blair seconded the motion to approve Eris Bryant be appointed to fill the unexpired term of Anna Ruth Burroughs on the Awards Committee.

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

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

**REPORT OF SPECIAL COMMITTEES**

**RESOLUTIONS**

**ELECTION OF NOTARIES**

Commissioner Eris Bryant 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 November 18, 2013

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GREGORY C BOWMAN  
BROOKE BRADLEY  
ROY CHESNUT  
LAWRENCE FLATT  
HOLLY M HALL  
LEE ANN HORTON

ANDREA N LITTLE  
LESLIE ERIN NASH  
JENNIFER SHORT  
LARRY D VICKERS  
MICHAEL B WRIGHT

The Chairman asked for discussion on the motion to approve the Election of Notaries. There was none.

The Chairman asked the Commissioners to vote on the motion to approve 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
John Ludwig	Kim Bradford
Anna Ruth Burroughs	Jim Martin
Terry Randolph	Bob Duncan
Chris Savage	Marsha Bowman
Reggie Shanks	Mike Atwood
Joe Trobaugh	Cathy Reel
Mike Medley	

ABSENT:

Steve Pierce

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

**OTHER NEW BUSINESS:**

**HEAR FROM DISTRICT ATTORNEY RANDY YORK ON UPDATES ON THE FAMILY JUSTICE CENTER**

District Attorney Randy York speaks to the Commission.

**MOTION RE: THAT NO ADDITIONAL FUNDS BE PROVIDED TO THE COOKEVILLE SENIOR CITIZENS CENTER UNTIL THE BAXTER SENIOR CITIZENS CENTER AND COOKEVILLE SENIOR CITIZENS CENTER COME TO AN AGREEMENT OVER MONIES OWED TO BAXTER SENIOR CITIZENS CENTER AND MONIES BE PAID TO BAXTER AND KNOWLEDGE IS SUPPLIED TO THE COUNTY COMMISSION PRIOR TO ANY CHECKS BEING ISSUED**

Commissioner Ron Williamson moved and Commissioner Anna Ruth Burroughs seconded the motion that no additional funds be provided to the Cookeville Senior Citizens Center until the Baxter Senior Citizens Center and Cookeville Senior Citizens Center come to an agreement over monies owed to Baxter Senior Citizens Center and monies be paid to Baxter and knowledge is supplied to the County Commission prior to any checks being issued.

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

The Chairman asked the Commission to vote on the motion that no additional funds be provided to the Cookeville Senior Citizens Center until the Baxter Senior Citizens Center and Cookeville Senior Citizens Center come to an agreement over monies owed to Baxter Senior Citizens Center and monies be paid to Baxter and knowledge is supplied to the County Commission prior to any checks being issued. The Commissioners voted as follows:

FOR:

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

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

AGAINST:

Eris Bryant  
Daryl Blair  
Kevin Maynard

ABSTAIN:

Joe Trobaugh

ABSENT:

Steve Pierce

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

## **ANNOUNCEMENTS AND STATEMENTS**

**EMPLOYEE OF THE MONTH: NONE**

**CITIZEN OF THE MONTH: BILL DYER**

(SEE ATTACHED)



CITIZEN OF THE MONTH

FOR NOVEMBER 2013

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BILL DYER

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Bill Dyer is a lifelong resident of Putnam County. He is married to Pam and has one son Jonathan who lives in Oregon. He has been employed at Kroger for 34 years.

He has been involved and around the Putnam County Fair for most of his life. Having entered items in the fair as a youth and going to the fair with his dad who was also a board member for many years.

Bill has served several terms on the fair board over the past twenty years serving as secretary and fair board president several times.

He has volunteered selling T-shirts at Fall Fun Fest for several years and previously helped with March of Dimes Walk America. He is a member of the First Presbyterian Church, the Cookeville Masonic Lodge#266 and Cumberland Commandery. He has previously served as County Commissioner for District 3.

**MOTION RE: ADJOURN**

Commissioner Mike Medley moved and Commissioner Daryl Blair seconded the motion to Adjourn.

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

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

## **FISCAL REVIEW AGENDA**

**TO: Putnam County Board of Commissioners**

**FROM: Kim Blaylock, County Executive**

**DATE: November 5, 2013**

**RE: Fiscal Review Committee Agenda**

**Listed below are items to be considered by the County's Fiscal Review Committee on Tuesday, November 12, 2013, at 5:30 PM in the County Commission Chambers at the Courthouse.**

1. Consider budget amendments to the County General Fund.
2. Consider budget amendments to the Road Department Fund.
3. Consider amendments to the School Department Fund
4. Any questions on the Quarterly Reports for various funds.
5. Jill Bachus from TCRS will be available to discuss options on the pension plans and the changes on the school plans that will be taking effect July 1, 2014.
6. Discuss with Kim Blaylock IRS Audit findings.
7. Discuss making Putnam County Emergency Management Agency a County Department.
8. Any other business that needs to be reviewed by the Fiscal Review Committee.



**Item #6**      **Kim Blaylock went over Audit findings by IRS**

**Motion:**      **Recommends to send to Planning a request to review the Vehicle Policy and review any recommendations to Full Commission in December to adhere to IRS recommendations.**

Made By: Duncan  
Seconded: Randolph

**VOICE VOTE**

**APPROVED**

**Item #7**      **Discussion of making Putnam County Emergency Management Agency a County Department.**  
**Jeff Jones is in the process of doing a interlocal agreement with the City of Cookeville.**

**Motion:**      **Recommends approval to defer action on making Putnam County Emergency Management Agency a County Department until all paperwork has been presented by County Attorney Jeff Jones.**

Made By: Duncan  
Seconded: Neal

**VOICE VOTE**

**APPROVED**

**Item #8**      **Any other business**  
**Questions about the Electrical Inspector position and the following motion was made:**

**Motion:**      **Recommends to discuss the position of Electrical Inspector position that was recommended by the Budget Committee in the 2013-2014 budget.**

Made By: Atwood  
Seconded: Medley

**VOICE VOTE**

**APPROVED**

**ADJOURNED**

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## **PLANNING COMMITTEE**

**TO: Putnam County Board of Commissioners**

**FROM: Kim Blaylock, County Executive**

**DATE: November 5, 2013**

**RE: Planning Committee Agenda**

**Listed below are items to be considered by the County's Planning Committee on Tuesday, November 12, 2013, at 6:00 PM in the County Commission Chambers at the Courthouse.**

1. Discuss rules for leasing the Fairground property.  
*Commissioner Medley*
2. Any other business that needs to be reviewed by the Planning Committee.

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**PLANNING COMMITTEE  
MINUTES**

**November 12, 2013**

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**     ***Leasing of the Fairground Property***  
***Mike Medley addressed the Committee and told them that the County Attorney was working on a new lease to be used when leasing the property during the time that it is not used by the fairboard. Jeff Jones was unable to be at tonight's meeting.***

**NO MOTIONS WERE MADE**

**ADJOURNED**