

TOWN OF CUMBERLAND GAP
BOARD OF MAYOR AND ALDERMAN
NOVEMBER 5, 2018
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The Board of Mayor and Alderman met in regular session on November 5, 2018 with Mayor Pucciarelli calling the meeting to order at 7:00 pm at the Town Hall building, 330 Colwyn, Cumberland Gap, TN.

Mayor Pucciarelli called for a roll call of the Board Members. Board Members answered as follows: Susan Bain-here; Chuck Coffey-here; Teresa Fuson- here; Jerry Hopson - here; John Ravnum-here; Phillip Waller-here.

Mayor Pucciarelli called for a motion to approve the minutes. Chuck Coffey made a motion to the approve minutes, with a second by Susan Bain. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain- yes; Chuck Coffey-yes; Teresa Fuson- yes; Jerry Hopson - yes; John Ravnum-yes; Phillip Waller-yes.

Mayor Pucciarelli next called for the Financial Report. Town Recorder, Linda Moyers, reported the balances of all the accounts. Mayor Pucciarelli called for a motion to approve the Financial Report. Chuck Coffey made a motion to approve the financial report, with a second by Jerry Hopson. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain- yes; Chuck Coffey-yes; Teresa Fuson- yes; Jerry Hopson - yes; John Ravnum-yes; Phillip Waller-yes.

Mayor Pucciarelli directed the meeting to approval of the bills. Town Recorder, Linda Moyers, reported the total bills due for all the accounts. Mayor Pucciarelli called for a motion to approve the bills. Jerry Hopson made a motion to pay the bills, with a second by Chuck Coffey. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain- yes; Chuck Coffey-yes; Teresa Fuson- yes; Jerry Hopson - yes; John Ravnum-yes; Phillip Waller-yes.

Mayor Pucciarelli directed the meeting to the committee reports:

Planning & Zoning - The building inspector approved the improvements and issued a building permit for the Pinnacle Pub.

The next meeting will be on Monday December 3, 2018.

Finance- There was nothing to report.

Law and Order - The police car sold and has been picked up. The second chance offer that was extended to the highest bidder for their bid of \$850 was accepted.

Historical – The HZC will not meet in November. The next meeting will be on Tuesday December 4, 2018@7:00 p.m.

Streets- Virginia Department of Transportation (VDOT) is in the process of repaving the section of North Cumberland Drive.

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A warning was issued to all residents to please watch out for bears as they have been spotted in town.

Parks and Recreation - The bathrooms at Berkau Park will be winterized after the Victorian Christmas scheduled to take place on December 1, 2018.

Tourism/Events

The number of carved pumpkins for the Pumpkin Lights event was lower than years past, with only thirty five (35) pumpkins this year. According to the Cumberland Gap High School art teacher that number should be back up to seventy five (75) next year. There is a possibility the event may only be for two (2) days next year because by the third day the pumpkins are beginning to rot.

Upcoming Events included:

Victorian Christmas - December 1, 2018

Santa in the Gap- Every Friday and Saturday afternoon in December (beginning after the Victorian Christmas)

Polar Bear Dip- January 1, 2019

Water- The water loss went up from 14% in September to 36% in November. There is no explanation as why the significant increase as there are no known leaks and all main lines and meters have been replaced.

The master water meter, both LMU's and the towns, was calibrated today and found that both are showing accurate readings.

The board reviewed the findings from the informal cost feasibility study to determine a relative project scope and cost for the installation of a municipal drinking system. The estimated cost for the project is \$250,000.

John Ravnum made a motion to pursue financing and to talk to the landowner, with a second by Jerry Hopson. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain- yes; Chuck Coffey-yes; Teresa Fuson- yes; Jerry Hopson - yes; John Ravnum-yes; Phillip Waller-yes.

Sewer- Since the cost for the generator is over ten thousand dollars (\$10,000) the town must advertise for sealed bids.

Chuck Coffey made a motion to advertise for sealed bids, with a second by Susan Bain. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain- yes; Chuck Coffey-yes; Teresa Fuson- yes; Jerry Hopson - yes; John Ravnum-yes; Phillip Waller-yes.

Jesse Thompson is in the process of getting quotes to pressure wash the pump station.

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Fire Department- The fire department's application for the Volunteer Fire Assistance (VFA) Grant Program was not selected to be funded.

OSHA Safety Director- There was nothing to report.

Litigation- There was nothing to report.

Mayor Pucciarelli called for Old Business:

State Electric Lighting Quote- State Electric submitted a quote for installing lighting along the walking trail leading to the Dog Park. The quote estimated the cost per light to be around \$700, and are estimating that 9 to 13 lights would be needed. Mayor Pucciarelli will contact State Electric for other less expensive options.

Access to Health Grant- Representatives from Community Development Partners, Access to Health Grant administrators, was present to update the board on the grant development.

Bryan Hill explained that the grant was funded through the Department of Health and will be used to develop a Master Plan to guide growth, promote a vibrant downtown and maintain a healthy community. The plan will be developed through a public process to provide a community-based vision and goals for downtown and the region. The plan will serve to guide Cumberland Gap by providing strategies and pathways for economic development, physical improvements and policies and programs that optimize the community's strengths and meet the community's long term goals.

He explained that he has been meeting with businesses, property owners, key stakeholders (identified with the help of Mayor Pucciarelli), asking them for their input on how they would like to see Cumberland Gap moving forward. They have hosted several community listening sessions at several local events in an effort to get input on the future development of Cumberland Gap.

Visitors and residents are asked to take a few moments to fill out a survey to provide their input regarding Cumberland Gap and its surrounding trail system. They have already collected around one hundred (100) surveys in three (3) weeks. Meeting dates and times, along with the survey link can be found on the town's website.

The plan will identify the assets, such as trails, businesses, etc., that make Cumberland Gap a unique community and develop strategies on how to grow and move forward with those assets. This will help when applying for future grants.

The grant includes a line item for traveling to communities with similar population that have successfully incorporated outdoor recreation into their plans for Economic

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Development. Communities will be visited to learn best practices and establish a mentoring network.

Citizens Comments- The town received a thank you note from a resident for the recycling program. According to Bell County Recycling Center, Cumberland Gap's recycling is the best and cleanest in all the cities/towns participating in the program.

There have been some issues with visitors at the dog park since the time changed. Car lights and visitors to the park can be seen after dark. One resident asked if a sign with the hours could be put up. Mayor Pucciarelli told the resident that signs are already in place stating the hours. He said he would tell the cops to patrol the area when on duty but if there is a problem he advised the resident to call 911.

Mayor Pucciarelli called for New Business:

Board members appointment

There is only one (1) candidate on the ballot for the November election. The other two (2) seats will have to be filled by appointment. The vacancies will be filled by the remaining board members and the newly elected at the December meeting.

Ordinance Number 6-2018- An Ordinance to Amend the Municipal Code, Title 14

The ordinance includes all the changes and updates the Planning and Zoning Commission and the Historic Zoning Commission made to Title 14.

There was a question regarding Section 42 of the ordinance:

SECTION 42. The Cumberland Gap Municipal Code is hereby amended by deleting Section 14-1009(8) (d) in its entirety and replacing it with the following:

(d) Professional Signs. Professional signs and signs for customary home occupations are not allowed in residential districts.

The question was asked why not change the size of the signs allowed making them smaller instead of eliminating them all together. It was stated that the change was made to match a similar section of the code already in place.

GEAR UP TN Project

Dorothy Shuford was present at last week's planning meeting to talk about the GEAR UP TN project sponsoring a community service opportunity to benefit the dog park. She explained that since the area for the small dogs doesn't have seating, they would like to donate a bench, built by the seniors at Claiborne High School, to the town so that owners of the small dogs could have a place to relax while their dogs played. The students will plan, design, build, and deliver the bench. All the town has to do is approve the bench being placed in the dog park.

Chuck Coffey made a motion to accept the bench, with a second by John Ravnum. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain- yes;

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Chuck Coffey-yes; Teresa Fuson- yes; Jerry Hopson - yes; John Ravnum-yes; Phillip Waller-yes.

Special Event Permit Application- Turkey Trot 5K

The application was submitted by LMU Pre-med/Pre-SOMA club and is scheduled to take place on November 10, 2018.

Chuck Coffey made a motion to approve the special event application, with a second by John Ravnum. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain- yes; Chuck Coffey-yes; Teresa Fuson- yes; Jerry Hopson - yes; John Ravnum-yes; Phillip Waller-yes.

Special Event Permit Application- Spring Fling Antique, Arts, & Craft Show

The application was submitted Joe Wolfenbarger and is scheduled to take place on April 27, 2019.

Joe explained that he has been asked to bring back the antique festival that has taken place in years past. Vendors will be selling antiques and crafts and there will be no food vendors. If this one is successful he hopes to have another one in September or October.

Susan Bain made a motion to approve the special event application, with a second by Jerry Hopson. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain- yes; Chuck Coffey-yes; Teresa Fuson- yes; Jerry Hopson - yes; John Ravnum-yes; Phillip Waller-yes.

Announcements

Tuesday November 6, 2018 is Election Day. Voting will take place at Town Hall between the hours of 8:00 a.m. – 8:00 p.m.

Town Hall will be closed for Thanksgiving on November 22 and November 23, 2018

November 26, 2018

5:30 p.m. - Parks and Recreation Advisory Board

6:00 p.m. - Agenda meeting

With no other business to come before the board, Susan Bain made a motion to adjourn, with a second by Jerry Hopson. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain- yes; Chuck Coffey-yes; Teresa Fuson- yes; Jerry Hopson - yes; John Ravnum-yes; Phillip Waller-yes.