

TOWN OF CUMBERLAND GAP
BOARD OF MAYOR AND ALDERMAN
FEBRUARY 4, 2019
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The Board of Mayor and Alderman met in regular session on February 4, 2019, 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; John Douglas- here; Teresa Fuson- absent; Kathy Maxwell; John Ravnum-here; Phillip Waller-here.

Mayor Pucciarelli called for a motion to approve the minutes. Susan Bain made a motion to the approve minutes, with a second by Phillip Waller. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain- yes; John Douglas- yes; Teresa Fuson- absent; Kathy Maxwell- 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. John Douglas made a motion to approve the financial report, with a second by Phillip Waller. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain- yes; John Douglas- yes; Teresa Fuson- absent; Kathy Maxwell- 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. John Douglas made a motion to pay the bills, with a second by Susan Bain. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain- yes; John Douglas- yes; Teresa Fuson- absent; Kathy Maxwell- yes; John Ravnum-yes; Phillip Waller-yes.

Before moving to the committee reports, Mayor Pucciarelli called upon Richard Hill to give the audit report for fiscal year ending June 30, 2018.

All funds, except for the drug fund, had more revenues than expenses/expenditures. The report included all assets and fund balance/change in net position totals.

The only finding was the same as previous years: segregation of duties. The state is now requiring a corrective action plan for all findings. Mr. Hill has contacted the comptroller's office, but has not gotten a response, inquiring what action could be taken if the findings are not corrected. Since there is no practical solution and Cumberland Gap is not the only small city with only one (1) person in the office, he feels that the comptroller will not take any action on the segregation of duties finding. He believes the comptroller is only interested in the more serious findings.

Susan Bain made a motion to approve the audit report, with a second by John Douglas. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain- yes; John Douglas- yes; Teresa Fuson- absent; Kathy Maxwell- yes; John Ravnum-yes; Phillip Waller-yes.

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Mayor Pucciarelli directed the meeting to the committee reports:

Planning & Zoning – The next meeting will be on Monday March 4, 2019 @6:00 p.m.

Finance- The board reviewed the Profit and Loss vs Actual report for the General Fund and Water and Waste Water Fund.

Law and Order - There was one (1) citation written during the month of January.

Historical – The meeting scheduled for Tuesday, February 5, 2019 has been cancelled. The next meeting will be on Tuesday March 5, 2019 @7:00 p.m.

Jerry Hopson and Mayor Pucciarelli signed depositions earlier in the month regarding 601 Pennlyn Street. A court date should be scheduled soon.

Streets-There was nothing to report.

Parks and Recreation –This topic will be discussed later in the meeting.

Tourism/Events

Each board member was given a copy of the calendar for upcoming events.

Not included on the calendar was the dates for the spring and fall Art Extravaganza scheduled in June and October. The date for the White Lighting Trail Festival has not been determined yet. There is a possibility the event may be moved to September.

Water- The water loss went down from 34% in December to 28% in January.

The newly elected/appointed board members (John Ravnum, John Douglas, and Kathy Maxwell) is required to obtain 12 hours of utility training and continuing education within 1 year of initial of being elected/appointed. The city recorder informed the board that Tennessee Association of Utility District (TAUD) is working on scheduling training in a central location for the cities in the area. Another option is to attend training in Knoxville hosted by MTAS.

Sewer- Vaughn and Melton is working on the specifications for the generator replacement at the wastewater treatment plant.

Jesse Thompson reported that a pump recently went down at the Tiprell pump station and a new one has been ordered.

Lincoln Memorial University has completed the new sewer line connecting the LMU student housing to the Cumberland Gap Wastewater System. The old line will be

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disconnected and plugged once the Holiday Service building is hooked on. Once disconnected that would eliminate around 22,000 gallons (a day) of surface water being treated at the wastewater plant.

The town will be including more manhole repair in the next fiscal year budget.

Fire Department- Chief Dietz reported that he has contacted the State Fire Marshall's office regarding doing another smoke alarm drive through the Get Alarmed Tennessee program. The town has been approved for 60 alarms. Once received a notice will be sent to all the residents for signups.

Jeremy Ansley was introduced and will be taking over as fire chief once Eric Dietz leaves in the spring.

OSHA Safety Director- There was nothing to report.

Litigation- City attorney, Jim Estep, reported that a trial date for 601 Pennlyn should be set soon.

Mayor Pucciarelli called for Old Business:
There was no old business.

Citizens Comments- There was a question about the status of the water well project. Mayor Pucciarelli reported there is already an existing well in town and the property owner will be approached for permission to use as a town water source. If permission is granted, the water will have to be tested to determine if it is a good source, a right away granted, repair to the water tower, and equipment purchased before it will be operational.

Mayor Pucciarelli discussed the concerns voiced by Betty Howard regarding the wooden walkway. Ms. Howard feels the walkway is not being property maintained. She also has concerns and issues with the National Parks side of the walkway.

Because of the grant funding the town must keep its side open and operational until 2022. If closed before such time the town would have to repay a portion of the funding.

Special Event Permit Application-Genealogy Jamboree

The application was submitted by the Cumberland Gap Tennessee Genealogy and History Group (CGTGHG) and is scheduled to take place on October 18- 19, 2019.

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

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Recreation Inspections

Eric Strickland submitted a preliminary inspection report for the wooden walkway, Berkau Park, Dog Park, covered bridges, and the water fountain near the Pineapple Tea Room. The first two priorities are the wooden walkway and Berkau Park.

Susan Bain made a motion approving the necessary repairs to the wooden walkway and Berkau Park, with a second by John Douglas. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain- yes; John Douglas- yes; Teresa Fuson- absent; Kathy Maxwell- yes; John Ravnum-yes; Phillip Waller-yes.

Caution Light Quote

The town received a quote from American Plus, for the purchase of a new caution light, in the amount of \$1,912.50. Lester Signs submitted a quote, in the amount of \$228.00, for the installation of the light.

John Douglas made a motion to approve both quotes, with a second by Phillip Waller. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain- yes; John Douglas- yes; Teresa Fuson- absent; Kathy Maxwell- yes; John Ravnum-yes; Phillip Waller-yes.

It was agreed that the old light, which dates back to the 1960's, should be kept in town and not sold or given away.

Special Event Permit Application-Kaitlyn DeVries Memorial Fun Run Relay

The application was submitted by the Debusk Veterinary Teaching Center and is scheduled to take place on April 13, 2019.

John Ravnum made a motion to approve the application, with a second by Susan Bain. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain- yes; John Douglas- yes; Teresa Fuson- absent; Kathy Maxwell- yes; John Ravnum-yes; Phillip Waller-yes.

Announcements

Agenda meeting- Monday February 25, 2019@6:00 p.m.

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