

TOWN OF CUMBERLAND GAP  
BOARD OF MAYOR AND ALDERMAN  
APRIL 6, 2020  
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The Board of Mayor and Alderman met in regular session on April 6, 2020, with Mayor Pucciarelli calling the meeting to order at 7:00 pm at the Town Hall building, 330 Colwyn, Cumberland Gap, TN.

This meeting is being held electronically. Board members and the public are being permitted to participate in this meeting by electronic means to protect the health, safety, and welfare in light of the COVID-19 outbreak. This electronic meeting is in accordance to the Tennessee's Governors Executive Order No. 16, which will remain in effect until 12:01 a.m., Central Daylight Time, on May 18, 2020.

Mayor Pucciarelli called for a roll call of the Board Members. Board Members answered as follows: Susan Bain-absent; John Douglas-here; Teresa Fuson- here; Kathy Maxwell here; John Ravnum-here; Phillip Waller-here.

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

Before moving on to the committee reports, Mayor Pucciarelli called upon Richard Hill to give his audit report for FY ending June 30, 2019.

Mr. Hill explained that it was a clean audit, the best report that you can receive.

The general fund had \$37, 837 more revenue than expenditures. The fund balance at the end of the year was \$243, 399, which is about one year of operating expenses, the state recommends that you have at least ninety days in case of an emergency.

The water/sewer fund operates like a business and is called an enterprise fund. The fund lost money in the fiscal year. The change in net position was (9,188).

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One year showing a loss is not going to cause problems, it when you have shown a loss in two consecutive years then you are referred to the Water and Wastewater Financing Board.

The depreciation expense was the cause for the loss and will be the cause for the loss in the FY ending June 30, 2020 and the FY ending June 30, 2021. The depreciation line item will increase because of the fixed assets purchased in the FY 2019-2020. Several big items were purchased.

The only finding was the same as previous years- Segregation of duties.

A question was asked about the balance in the checking account, could it not be used to cover the loss? Mr. Hill replied that the state does not look at cash balances, they are looking at rates to make sure they are sufficient to cover expenses (including debt and depreciation).

John Douglas made a motion to approve the audit report, with a second by Teresa Fuson. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain- absent; John Douglas- yes; Teresa Fuson- yes; Kathy Maxwell- yes; John Ravnum- no; Phillip Waller-yes

The audit fee for FY Ending June 20, 2020 will increase \$500, making the total \$10,450. John Douglas made a motion to approve the increase, with a second by Kathy Maxwell. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain- absent; John Douglas- yes; Teresa Fuson- yes; Kathy Maxwell- yes; John Ravnum- yes; Phillip Waller-yes

Mayor Pucciarelli directed the meeting to the committee reports:

Planning & Zoning- The planning a zoning meeting scheduled for April 6, 2020 has been cancelled.

Finance The proposed budget for the water/sewer fund will be discussed at the April 27th planning meeting. Most likely sewer rates will have to be increased in the next FY. It is not known at this time how much.

Law and Order- City court was cancelled during the month of March, due to COVID- 19. The next tentative date is April 16, 2020.

Historical – The historic zoning meeting scheduled for April 7, 2020 has been cancelled.

Streets- The mayor received an estimate for crack and fill of the road. The estimate was for\$4,543.00. Work will begin after the COVID -19 restrictions are lifted.

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

Parks and Recreation – The quarterly meeting of the Parks and Recreation Advisory Board scheduled for on March 30, 2020 was cancelled. The next one is scheduled for June 29, 2020.

All the parks in town were closed per the Governors orders on social distancing. The mayor will re-open the parks once the governor lifts the COVID- 19 restrictions.

Tourism/Events- Special events scheduled in April will not take place due to COVID-19. Existing events that have been approved by the Board will not have to reapply, the only thing that will have to be approved is the rescheduled date. So each application that was approved with a stipulation remains where it is at we can complete the process, as explained by Mayor Pucciarelli.

John Ravnum explained that the Artist Co-op will be making a decision by the May meeting as to whether their June events will take place as scheduled.

Water- The water loss for the month of March was 32%. Jesse and Michael will check for possible leaks as soon time and weather permits.

Sewer- The possible sewer rate increase was already discussed.

Fire Department- The annual fire department donation, from the county, increased from \$6,000 to \$10,000 this year.

OSHA Safety Director- There was nothing to report.

Litigation- The Supreme Court shut down all court proceedings, due to COVID-19, except for emergencies, explained the attorney.

Mayor Pucciarelli called for Old Business: There was no essential Old Business.

Citizens Comments

John Ravnum felt that is wasn't fair for the small businesses that was closed, due to COVID-19 restrictions, to still be required to pay a water/sewer bill during the month(s) they were closed. The following options were discussed: the businesses could have their water turned off, during the time of closure, and there would be no reconnection fee; apply for a small business loan available; or arrange for a payment plan.

The only item under New Business (FY 2028-2019 Audit Report) was discussed earlier in the meeting.

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Announcements

Agenda meeting- Monday April 27, 2020 6:00 p.m.

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