

TOWN OF CUMBERLAND GAP  
BOARD OF MAYOR AND ALDERMAN  
FEBRUARY 5, 2018  
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The Board of Mayor and Alderman met in regular session on February 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- yes; Teresa Fuson- here; Jerry Hopson -here; John Ravnum-here; Phillip Waller-here.

Mayor Pucciarelli called for approval of 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. Chuck Coffey made a motion to pay the bills, with a second by Teresa Fuson. 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.

Before moving to the committee reports, Mayor Pucciarelli called upon Richard Hill to give the audit report.

All funds had more revenues than expenses/expenditures. For the past 2 years the water/sewer fund showed a loss and was referred to the Water and Wastewater Financing Board. This year the town showed a positive net position, which is in compliance with state law. This year the town was in compliance with the AWWA water audit as well.

Mayor Pucciarelli directed the meeting to the committee reports:

Planning & Zoning

Mayor Pucciarelli discussed the possibility of purchasing the vacant lot, owned by the Estep family, located in the center of town. The town would have to borrow the money and the land has to be available for public use. While there is no definite plans for the property at this time, there are some ideas being discussed.

The town has applied for a Health Grant that targets the parks and possibly downtown development. That land could help implement some of the ideas being discussed.

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Town attorney, Jim Estep, explained that since that is his families property there is a conflict of interest. He explained that he will withdraw from any discussion and negotiations.

Chuck Coffey made a motion to negotiate with the Estep family for the purchase of the lot, with a second by Phillip Waller. 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.

Finance

The planning process for the FY 2018-2019 budget will begin soon. A draft should be completed by the March planning meeting.

Law and Order

City court has been delayed but dates should be set soon.

Historical

The next Historic Zoning Commission meeting will be on Tuesday February 6, 2018 at 7:00 p.m.

Streets

The salt truck and plow has been fixed and was used several times last month.

Parks and Recreation

The gutters, on the bathrooms and stage, at Berkau Park has been installed.

A bid was received to replace the tress in Festival Park, and will be discussed later in the meeting.

Tourism/Events

Upcoming Events included:

Cumberland Mountain Music Show- February 10, 2018

Art Extravaganza- June 2, 2018

Genealogy Jamboree- June 14-16, 2018

White Lightning Trail Festival- June 29- 30, 2018

Harvest Moon Festival- October 13, 2018

Other events are being planned but dates have not been set at this time.

At this time Mayor Pucciarelli introduced Danny Longworth, the county commissioner for this district.

Mayor Pucciarelli explained that he attended the last county commission meeting where the county assessment and reappraisal cost was discussed. State law requires that all

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municipalities that levies a property tax to share the burden of cost associated with reappraisals. The county officials was not aware of the law and was found during the annual audit.

Cumberland Gap is the only municipality that levies a property tax. The assessment fee for the town would be around \$936.00. The finance committee didn't feel that is was fair that the town pay the fee as the citizens already pay a county property tax.

At the next county commission meeting the finance committee will be submitting a resolution that states none of the municipalities should be responsible for the cost.

Water

After completion of the water line rehabilitation project, the water loss has went down to 19%.

The AWWA water audit was discussed. The town was in compliance.

*For audits received by the Comptroller of the Treasury from 1/1/2017 to 12/31/2018, the Validity score should be greater than 75 and the non-revenue water as a percent by cost of operation system should be less than 20%*

The validity score was 84 and the non-revenue water as a percent by cost of operation system (percent of revenue lost due to leaks) was 15.7%.

Sewer

The town plans to apply for the Community Development Block Grant (CDBG) for the purchase of a new generator.

The engineering firm sent two options the town needs to consider before applying for the grant.

Option 1- Minimum Requirements

Includes the pumps and blowers only

\$109,500

Option 2- with Supplemental Requirements

Includes the entire plant

\$203,000

John Ravnum made a motion to approve option 1, 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.

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Fire Department

The fire department assisted, the City of Harrogate, with two mutual aid fire calls, in the month of January.

The Lampeter Fire Department will be delivering the fire equipment on March 2, 2018.

On March 13, 2018 the department will hold a training exercise at the station.

On March 20, 2018 the department will be testing the emergency siren located at the fire station.

OSHA Safety Director

There was nothing to report.

Litigation

The town attorney updated the board on the ongoing litigation concerning 601 Pennlyn. A proposal was sent to Mr. Clouse's attorney with the Historic Zoning Commission's recommendations. No response has been received at this time.

Mayor Pucciarelli called for Old Business:

Ordinance No. 11-2017 (An Ordinance Amending the Historic Zoning Map)

The historic district currently stops at the Convention Center. This ordinance would extend the historic district to the end of the street, which would include the properties from 601 Colwyn- 799 Colwyn and 600 Pinnacle Alley- 798 Pinnacle Alley (the backside of the addresses on Colwyn of those same lots.)

Jerry Hopson made a motion to approve Ordinance No. 11-2017 on second and final reading, 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.

Citizens Comments

Mayor Pucciarelli explained that he is still looking into the possibility of a municipal well. He told Mr. McClanahan, who questioned that mayor at last month's meeting that a feasibility study would have to be done first. Since that is a costly expense he has asked the grant writers to research a possible grant to fund the study.

Mayor Pucciarelli called for New Business:

Special Event Application- Street Fair

This application was submitted by representatives from LMU and is tentatively scheduled for April 14, 2018. This event usually takes place on campus, but the organizers was looking for ways to bring more students to Cumberland Gap.

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They realize that the applications is vague and they are open to ideas and suggestions. Mayor Pucciarelli told them they need to be more specific about their plans and bring back to the planning meeting on February 26<sup>th</sup>.

Special Event Application- Mountain Fiesta

This application was submitted by representatives from J Frank White Academy and is scheduled for April 21, 2018.

There was some questions about street closures and set up times. Mayor Pucciarelli asked them to revisit their map showing the street closings and bring it back to the planning meeting on February 26<sup>th</sup>.

Ordinance No. 1-2018 (An Ordinance to Add Chapter 5 “Fireworks,” to Title 7 of the Municipal Code)

It was recently discovered that the fireworks regulations is no longer in the codes. This ordinance will add regulations back in the codes.

Jerry Hopson made a motion to approve Ordinance No. 1-2018, 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.

Ordinance No. 2-2018 (An Ordinance to Amend the Fiscal Year 2017-2018 Budget

This budget will increase several lines items that have exceeded the budgeted amount.

Jerry Hopson made a motion to approve Ordinance No. 2-2018, 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.

Resolution No. 1-2018 (A Resolution Authorizing the Town to Submit an Application for a 2018 Community Development Block Grant)

The resolution was written to include the maximum amount (not to exceed \$525,000) because at the time there was not a cost established. It was not changed in case there were some other cost associated with the project. That is not the amount that will be submitted.

Jerry Hopson made a motion to approve Resolution No. 1-2018, 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.

Garbage Pickup Bids

The bid opening for garbage pickup and recycling services was held on January 29, 2018

The town received two (2) bids. The bids were as followings:

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Waste Away Sanitation

Garbage Collection

Container Size: 95 gallon (or similar)

Monthly Rate: \$ 16.50

Garbage Collection

Container Size: 50 gallon (or similar)

Monthly Rate: \$ 15.50

Price per additional container if customer wants more than one container

Container Size: 95 gallon (or similar)

Monthly Rate: \$ 16.50

Container Size: 50 gallon (or similar)

Monthly Rate: \$ 15.50

Recycling Collection

Container Size: \_\_\_\_\_

Monthly Rate: \$ \_\_\_\_\_

Recycling Collection

Container Size: \_\_\_\_\_

Monthly Rate: \$ \_\_\_\_\_

Waste Away Sanitation did not submit a quote for recycling services.

Waste Connections, Inc.

Garbage Collection

Container Size: 95 gallon (or similar)

Monthly Rate: \$ 10.50

Garbage Collection

Container Size: 50 gallon (or similar)

Monthly Rate: \$ 10.50

Price per additional container if customer wants more than one container

Container Size: 95 gallon (or similar)

Monthly Rate: \$ 6.50

Container Size: 50 gallon (or similar)

Monthly Rate: \$ 6.50

Recycling Collection

Container Size: 95

65

Monthly Rate: \$ 8.50

Recycling Collection

Container Size:

Monthly Rate: \$ 8.50

Mayor Pucciarelli felt that more time was needed to review the bids and to explore other options. The other option is having Bell County Recycling Center pick up all recyclables which would be at no cost the town or residents. He recommended postponing a decision and discussing further at the next planning.

Chuck Coffey made a motion to postpone the decision until the next meeting, 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.

Tree Quotes

Three companies was contacted about submitted a quote to replace three trees in Festival Park. Only one company actually submitted a quote.

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The quote from Davis Bros. Nursery, including tree prices and installation labor, was for \$419.00.

Chuck Coffey made a motion to approve the quote from Davis Bros. Nursery, with a second by Teresa Fuson. 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.

Boone Society Tourism Imitative Study

Mayor Pucciarelli recommended postponing discussion until more information is obtained about the direction the Boone Society would like to see the go in. Previous discussions have included sponsorships, signage, and negotiations.

Jerry Hopson made a motion to postpone discussion until such time when more information is obtained, 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.

Package Store (Liquor)

Mayor Pucciarelli explained that he has been approached by someone asking about the possibility of a liquor store in town.

The citizens would have a right to vote via a referendum to determine if they want a package store in town. According to the mayor there is a deadline of February 21<sup>st</sup> for the referendum.

If approved, the state law would have to be changed by the state legislatures as the current population requirement is 1,000 residents.

The town would then pass an ordinance with regulations such as zoning.

John Ravnum made a motion to allow the citizens to vote via a referendum, 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 - no; John Ravnum-yes; Phillip Waller-yes.

Stand in the Gap

Due to circumstances beyond their control, Stand in the Gap is moving from their current location. When they first began the organization they had an office at town hall. They have requested to be allowed to come back to town hall until they can determine the next step. They would only be bringing a desk and a filing cabinet and would only be using the space minimal hours each week.

Jerry Hopson made a motion to allow Stand in the Gap to use space in town hall for a period of 6 months, with a second by John Ravnum. Mayor Pucciarelli called for a roll

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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.

Ten Year Parks and Recreation Master Plan

A ten year Parks and Recreation Plan has been drafted for each of the four municipalities in the county. The individual plans addresses improvements for each park in the municipalities. While the plan is needed before applying for a parks and recreation grant, it does not commit the municipalities to any cost or improvements included in the plan.

Each municipality is required to approve their individual plans then it will be put together as one master plan. The master plan will then be approved by the county commission.

Chuck Coffey made a motion to approve Cumberland Gap's parks and recreation plan, with a second by Teresa Fuson. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain-yes; Chuck Coffey-yes; Teresa Fuson- yes; Jerry Hopson - no; John Ravnum-yes; Phillip Waller-yes.

Announcements

Town Hall will be closed on February 12, 2018.

Monday February 26, 2018

- 5:00 p.m. – Public meeting for Parks and Recreation Grant
- 5:30 p.m.- Parks and Recreation Advisory Board meeting
- 6:00 p.m. - Planning meeting

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