

TOWN OF CUMBERLAND GAP
BOARD OF MAYOR AND ALDERMAN
MARCH 6, 2023
PAGE 1 OF 5

The Board of Mayor and Alderman met in regular session on March 6, 2023 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: John Douglas- here; Teresa Fuson- here; Camille Hall- here; Bill Linn- here; John Ravnum- here; Morgan Wheeler- here.

Mayor Pucciarelli called for a motion to approve the minutes. John Douglas made a motion to approve the minutes, with a second by Bill Linn. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: John Douglas- yes; Teresa Fuson- yes; Camille Hall- yes; Bill Linn- yes; John Ravnum- yes; Morgan Wheeler- 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. Morgan Wheeler made a motion to approve the financial report, with a second by Teresa Fuson. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: John Douglas- yes; Teresa Fuson- yes; Camille Hall- yes; Bill Linn- yes; John Ravnum- yes; Morgan Wheeler- yes.

Audit Report- At this time Mayor Pucciarelli asked Richard Hill to give the audit report for FY Ending June 30, 2022.

The town received a clean un-modified opinion, (which means the financial records are free from material misstatement and conform to the guidelines set by Generally Accepted Accounting Principles (GAAP). Mr. Hill reviewed the balance sheet and fund balance for each of the funds. The general fund had more revenue than expenses, the drug fund had more expenses than revenues, and the water/sewer fund had more revenue than expenses. The only finding was the same as every year, segregation of duties. With only one administrative employee there is no way to segregate the administrative duties.

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. Teresa Fuson made a motion to pay the bills, with a second by John Ravnum. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: John Douglas- yes; Teresa Fuson- yes; Camille Hall- yes; Bill Linn- yes; John Ravnum- yes; Morgan Wheeler- yes.

Planning and Zoning- The Planning and Zoning Commission meeting scheduled for earlier tonight was cancelled. The date for the next Planning and Zoning Commission meeting is April 3, 2023.

Finance- The FY 2023-2024 budget is being prepared.

Law and Order- There was nothing to report.

TOWN OF CUMBERLAND GAP
BOARD OF MAYOR AND ALDERMAN
MARCH 6, 2023
PAGE 2 OF 5

Historical – The Historic Zoning Commission will meet on March 7, 2023. The date for the next Historic Zoning Commission meeting is April 4, 2023.

Streets – Mayor Pucciarelli reported that he has called in engineers to look at the bank on Ashton Road. They recommended the town call in a Geotech to test the soil. The town will continue to monitor the situation and assess the risk of a slide.

Parks and Recreation- The archaeology study of the Estep property has been completed. The town is now waiting on the report.

Members of the fire department worked and cleaned up at the Dog Park on Saturday.

Tourism/Events- Upcoming Events include:

Movie Night- April 28, 2023; April 29, 2023- Music Festival, Sip and Stroll and Last Saturday Antique Show; May 13, 2023- Art and Wine Festival; June 2, 2023 – Farmers Market; July 7, 2023- Farmers Market; July 15, 2023- Tri-State Outdoor Fest.

Water- The water loss for the month of February was 14%, up from 13% in January.

A representative from Communities Unlimited was in town last week gathering information for the rate study ordered by the Water and Wastewater Financing Board.

Sewer – The dryer, at the sewer plant, was installed last week. The equipment should save the town on electricity cost.

A replacement propeller is needed for one of the pumps at the plant. Jesse Thompson is in the process of locating one.

Fire Department- Budget amendments will be discussed later on the agenda.

Chief James Ratliff spoke up regarding the need for the scholarship award. The award is a way to recognize and thank one individual for their outstanding performance as a member of the fire department. The award would also be a way to secure membership as LMU gives the students points for giving back to the community by volunteering and being a member of the fire department.

OSHA Safety Director- There was nothing to report.

Litigation- There was nothing to report.

Mayor Pucciarelli called for Old Business:

TN Downtown Grant Update- Guardians of the Gap- On behalf of the steering committee, Kimberly Kotlar gave the following update:

TOWN OF CUMBERLAND GAP
BOARD OF MAYOR AND ALDERMAN
MARCH 6, 2023
PAGE 3 OF 5

The request for proposals for the seven different deliverables has been submitted. Three companies have submitted bids so far. No money can be spent until such time the grant contract has been finalized and issued. One of the grant objectives included a tourism website. Upon discussion with website companies, it was suggested that the existing town website be evolved to include tourism, citing it would be more beneficial than starting over and creating a new site.

The matter will be placed on the agenda for the next meeting for further discussion.

Ordinance No. 1-2023- An Ordinance to Amend Fiscal Year 2022-2023 budget

The ordinance amends the budget to account for the \$22,222 donation the CGVFD received from the county.

John Douglas made a motion to approve the ordinance on second and final reading, with a second by John Ravnum. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: John Douglas- yes; Teresa Fuson- yes; Camille Hall- yes; Bill Linn- yes; John Ravnum- yes; Morgan Wheeler- yes.

Citizens Comments- There were no citizens comments.

Mayor Pucciarelli called for New Business:

Ordinance No. 2-2023- An Ordinance to Amend Fiscal Year 2022-2023 budget

The ordinance amends the budget to account for the \$21,810 Volunteer Firefighter Equipment and Training grant the fire department received from The State of Tennessee Department of Commerce and Insurance.

Bill Linn made a motion to approve the ordinance, with a second by John Ravnum. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: John Douglas- yes; Teresa Fuson- yes; Camille Hall- yes; Bill Linn- yes; John Ravnum- yes; Morgan Wheeler- yes.

Ordinance No. 3-2023- An Ordinance to Amend Fiscal Year 2022-2023 budget

The ordinance amends the budget to establish a Firefighter of the Year award in which the recipient would be awarded a \$500 scholarship to be paid to the educational institution for which they are enrolled.

Bill Linn made a motion to approve the ordinance, with a second by Morgan Wheeler. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: John Douglas- yes; Teresa Fuson- yes; Camille Hall- yes; Bill Linn- yes; John Ravnum- yes; Morgan Wheeler- yes.

Additional vacation days- Mayor Pucciarelli asked the board to consider adding Martin Luther King Jr and Presidents Day to the list of official paid holidays for full-time employees.

TOWN OF CUMBERLAND GAP
BOARD OF MAYOR AND ALDERMAN
MARCH 6, 2023
PAGE 4 OF 5

An ordinance will be drafted to be considered at the next meeting.

Special Event Permit Application- Last Saturday Antique Show

The special event application, was submitted by Joe Wolfenbarger/Guardians of the Gap and is scheduled for April 29, 2023.

John Ravnum made a motion to approve the special event application, with a second by Teresa Fuson. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: John Douglas- yes; Teresa Fuson- yes; Camille Hall- yes; Bill Linn- yes; John Ravnum- yes; Morgan Wheeler- yes.

Special Event Permit Application- Farm to Table Dinner

The special event application, was submitted by Amber Chadwell/Guardians of the Gap and is scheduled for August 11, 2023.

There were some questions regarding the application that couldn't be answered at this time, so the application was tabled until next month.

Special Event Permit Application- Folkfest

The special event application, was submitted by Anthony Maxwell/Guardians of the Gap and is scheduled for August 12, 2023.

John Ravnum made a motion to approve the special event application, with a second by Teresa Fuson. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: John Douglas- yes; Teresa Fuson- yes; Camille Hall- yes; Bill Linn- yes; John Ravnum- yes; Morgan Wheeler- yes.

Special Event Permit Application- Crazy Aunt Sadie's Yard Sale

The special event application, was submitted by James Ratliff/Cumberland Gap Volunteer Fire Department and is scheduled for April 22, 2023.

This event is a fundraiser event for the CGVFD. All participants are required to contact town hall in order to register and participant in the city-wide yard sale.

There are still some traffic flow issues being worked out.

John Ravnum made a motion to approve the special event application, with a second by Morgan Wheeler. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: John Douglas- yes; Teresa Fuson- yes; Camille Hall- yes; Bill Linn- yes; John Ravnum- yes; Morgan Wheeler- yes.

Special Event Permit Application- Streamin the Gap Airstream Rally

The special event application, was submitted by Mary Mars/Guardians of the Gap and is scheduled for October 19- 22, 2023.

TOWN OF CUMBERLAND GAP
BOARD OF MAYOR AND ALDERMAN
MARCH 6, 2023
PAGE 5 OF 5

Mayor Pucciarelli asked that a plan be in place to accommodate the mail carriers and the traffic flow to and from the post office.

Teresa Fuson made a motion to approve the special event application, with a second by Morgan Wheeler. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: John Douglas- yes; Teresa Fuson- yes; Camille Hall- yes; Bill Linn- yes; John Ravnum- yes; Morgan Wheeler- yes.

Announcements- The following announcements were made:

Agenda Meeting – Monday March 27, 2023

Board of Mayor and Alderman meeting – Monday April 3, 2023.

Teresa Fuson made a motion to adjourn, with a second by Bill Linn. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: John Douglas- yes; Teresa Fuson- yes; Camille Hall- yes; Bill Linn- yes; John Ravnum- yes; Morgan Wheeler- yes.

Mayor

Recorder