

TOWN OF CUMBERLAND GAP
PLANNING MEETING
MARCH 27, 2023
1 OF 3

The Board of Mayor and Alderman met on March 27, 2023 to review and finalize the items on the agenda for the April 3, 2023 meeting.

Planning and Zoning- The date for the next Planning and Zoning Commission meeting is April 3, 2023.

Finance- The FY 2023-2024 budget is being prepared. The proposed budget for the general fund will be reviewed at the April 24, 2023 agenda meeting.

Law and Order- There was nothing to report.

Historical- The date for the next Historic Zoning Commission meeting is April 4, 2023.

According to 14-1501 of the Municipal Code the chair, of the Historic Zoning Commission (HZC), is appointed by the mayor and shall be confirmed by the Board of Mayor and Alderman. Mayor Pucciarelli recommended that Kathy Maxwell be appointed as the chair of the HZC. He also recommended the appointment of Natalie Sweet to fill the vacant seat on the committee. According to the municipal code the HZC shall consist of a representative of a patriotic or historic organization. Ms. Sweet would fulfill that role as she is a former museum coordinator.

Streets- Mayor Pucciarelli gave an update on Ashton Road. After meeting with engineers, a plan is being comprised which will require the cooperation of the church.

Parks and Recreation- There was nothing to report.

Tourism- There was nothing to report.

Water- There was nothing to report.

Sewer- There was nothing to report.

Fire Department- There was nothing to report.

OSHA- There was nothing to report.

Litigation- There was nothing to report.

Old Business:

Guardians of the Gap- TN Downtown Grant Update- There was discussions regarding upgrading the existing town website instead of creating a new tourism website. Kimberly Kotlar asked that a motion be made at the meeting next week authorizing the TN Downtowns project, Colloredo & Associates, and the town council to update and rebrand the town website to as it pertains to tourism.

TOWN OF CUMBERLAND GAP
PLANNING MEETING
MARCH 27, 2023
2 OF 3

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. This is the second and final reading.

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. This is the second and final reading.

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.

At the last meeting, there were some questions regarding the application that couldn't be answered at the time, so the application was tabled. The questions were addressed and clarification was received: tickets for the dinner will be sold (no food will be sold). And no alcohol will be served or sold.

Special Event Permit Application- LMU-CVM Tri State Doggie Olympics

The special event application, was submitted by Kimberly Carney/LMU College of Veterinary Medicine and is scheduled for August 12, 2023.

This event will benefit the local animal shelter and encourages owners to exercise their dogs.

Ordinance No. 4-2023- An Ordinance Altering Benefits Policy for Municipal Employees

The ordinance amends the benefits policy by adding Martin Luther King Jr Day and Presidents Day to the list of official paid holidays for full-time employees.

Ordinance No. 5-2023- An Ordinance to Amend Fiscal Year 2022-2023 budget

The ordinance amends the budget for a line-item transfer to cover the cost of the street/ sidewalk repair project.

Amendment to the Special Event Permit Application- -Tri State Outdoor Fest

An amendment to the Tri-State Outdoor Fest was submitted to include a 5K race, which would take place on July 15, 2023. A map of the proposed route will be submitted prior to the meeting next week.

Assistance with Grant-Mary Mars

Mary Mars plans to apply for a grant for the Tri-State Outdoors Fest. The Guardians were awarded this grant for other festivals making them ineligible to apply again this year. Therefore, she is asking for approval to apply for the grant through the town.

TOWN OF CUMBERLAND GAP
PLANNING MEETING
MARCH 27, 2023
3 OF 3

Ordinance No. 6-2023- An Ordinance to Amend the Municipal Code and Set the Water and Sewer Application Service fee

The ordinance amends the municipal code regarding the water and sewer application fee, increasing the fee from \$50 to \$75.

Ordinance No. 7-2023- An Ordinance to Amend the Municipal Code Regarding Service Connection Chargers or “Tapping Fee” to Connect to the Town’s Water and Wastewater System

The ordinance amends the language of the code pertaining to the “tapping fees”.

Ordinance No. 8-2023- An Ordinance to Amend the Municipal Code Regarding Service Connection Chargers or “Tapping Fee” to Connect to the Town’s Water and Wastewater System

The ordinance increases the water and sewer “tapping fee”. This ordinance will establish different fees based on the size of the line instead of the one charge regardless of the size of the line. It is necessary to establish reasonable service connection fees for water and wastewater service in order to recover expenses of the system.

George Coots, with Claiborne Utility District, provided the town with a breakdown of the cost associated with installing a new tap. The charges listed in ordinance reflect those cost and is comparable to what the utility district charges.

Other business: John Ravnum reported that David Nelson contacted him about changing the date and location of the Genealogy Jamboree. Mayor Pucciarelli replied that a new special event application will need to be filled out and approved.

City Recorder