

TOWN OF CUMBERLAND GAP  
BOARD OF MAYOR AND ALDERMAN  
APRIL 3, 2023  
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The Board of Mayor and Alderman met in regular session on April 3, 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 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.

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. Bill Linn made a motion to approve the financial report, 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.

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 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.

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 May 1, 2023.

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

Law and Order- A towing company has been contacted regarding the abandoned car at Berkau Park, which has been parked there for over a week.

Historical – The Historic Zoning Commission scheduled for April 4, 2023 has been cancelled. The date for the next Historic Zoning Commission meeting is May 2, 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

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of a representative of a patriotic or historic organization. Ms. Sweet would fulfill that role as she is a former museum coordinator.

John Ravnum made a motion approving both recommendations, with a second by John Douglas. 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.

Streets – Mayor Pucciarelli reported that he met with a representative from the First Baptist Church regarding the bank above their property, on Ashton Road.

Parks and Recreation- There was nothing to report.

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.

Water- The water loss for the month of March went up to 21% from 14% in February.

Sewer – Several repairs were made to the pumps at the sewer plant which resulted in a \$10,000 bill.

Fire Department- James Ratliff reported this was his last meeting as fire chief and Jordan Jones has been appointed as his replacement.

OSHA Safety Director- There was nothing to report.

Litigation- Jim Estep reported that for the first time no lawsuit had to be filed for delinquent taxes, as there were no delinquent taxes for the tax year of 2021.

Mayor Pucciarelli called for Old Business:

TN Downtown Grant Update- Guardians of the Gap- At the agenda meeting there was discussions regarding upgrading the existing town website instead of creating a new tourism website.

Morgan Wheeler made a motion to authorize the TN Downtowns project, Colloredo & Associates, and the town council to update and rebrand the town website to as it pertains to tourism. It was also mentioned that City Recorder, Linda Moyers, was to be involved in the project as she is the one who updates the town website. Camille Hall seconded the motion. 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.

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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.

Teresa Fuson made a motion to approve the ordinance, 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.

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.

John Douglas made a motion to approve the ordinance, 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.

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 answered.

John Douglas 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.

Citizens Comments- There were no citizens comments.

Mayor Pucciarelli called for New Business:

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.

Morgan Wheeler made a motion to approve the special event application, with a second by John Ravnum. Mayor Pucciarelli called for a roll call vote. Board members voted as

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follows: John Douglas- yes; Teresa Fuson- yes; Camille Hall- yes; Bill Linn- yes; John Ravnum- yes; Morgan Wheeler- yes.

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.

Teresa Fuson 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. 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.

John Ravnum made a motion to approve the ordinance, 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.

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. Two different route options were submitted:  
Option 1: Start at Gap Creek Coffee house, take loop behind sewer plant, cut onto Roslyn Ave, go through dog parking lot, go through tunnel, then turn around and take greenway all the way back to starting line.

Option 2: greenway to LMU & back

After discussion about traffic patterns and street closures, option 1 was approved.

John Douglas made a motion to approve the amendment and route option 1, with the stipulation that fire department and/or the sheriffs department assist with directing traffic/blocking the streets where the participants will be crossing. Bill Linn seconded the motion. 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.

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.

John Ravnum made a motion granting the approval, with a second by Camille Hall. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: John

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Douglas- yes; Teresa Fuson- yes; Camille Hall- yes; Bill Linn- yes; John Ravnum- yes; Morgan Wheeler- yes.

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.

Mayor Pucciarelli explained that the state is requiring the town to conduct a rate study which includes all rates and charges for the use and services of the water and sewer system. Certain fees are in need to be adjusted in order to cover the cost to render those services.

John Douglas made a motion to approve the ordinance, 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.

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”.

John Douglas made a motion to approve the ordinance, 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.

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 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.

John Douglas made a motion to approve the ordinance, 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- Guardians of the Gap Movie Nights 2023

The special event application, was submitted by Tony Maxwell/Guardians of the Gap. The Guardians are asking for blanket approval to host outdoor movie nights for various dates in 2023. Exact list of dates TBD as events are planned.

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Teresa Fuson made a motion to approve the special event permit application, 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.

The first movie date is set for April 28, 2023.

Announcements- The following announcements were made:

Agenda Meeting – Monday, April 24, 2023

Town Hall will close at noon on Thursday April 6, 2023

Board of Mayor and Alderman meeting – Monday May 1, 2023.

Teresa Fuson made a motion to adjourn, 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.

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Mayor

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Recorder