

TOWN OF CUMBERLAND GAP  
BOARD OF MAYOR AND ALDERMAN  
FEBRURAY 6, 2017  
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The Board of Mayor and Alderman met in regular session on February 6, 2017 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- here; Teresa Fuson- absent; Jerry Hopson - absent; 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 John Ravnum. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain-yes; Chuck Coffey-yes; Teresa Fuson- absent; Jerry Hopson -absent; 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 John Ravnum. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain-yes; Chuck Coffey-yes; Teresa Fuson-absent; Jerry Hopson -absent; 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 Phillip Waller. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain-yes; Chuck Coffey-yes; Teresa Fuson- absent; Jerry Hopson -absent; John Ravnum-yes; Phillip Waller-yes.

Mayor Pucciarelli directed the meeting to the committee reports:

**Planning & Zoning**

The next Planning and Zoning Commission meeting will be on February 9, 2017 at 7:00 p.m. @ Town Hall.

There was some discussion about Coca-Cola. At this time no application for permit has been filed nor has plans for the property been submitted. The town has contacted TDOT in an effort to find out how much weight the road can withstand before it starts to crumble. Mayor Pucciarelli has also contacted the road engineers at Vaughn and Melton.

At the last planning and zoning commission meeting new procedures for issuing building permits were established. The procedure is as follows:

- An application for permit will be picked up at town hall
- The application must be returned with building plans
- The planning and zoning commission reviews and approves application and plans
- Building permit will be issued

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**Finance**

It is time to start working on the fiscal year 2017-2018 budget.

**Law and Order**

There was nothing to report.

**Historical**

The Historic Zoning Commission will meet on February 7, 2017 at 7:00 p.m. at Town Hall. The board will discuss the property at 601 Pennlyn Ave.

**Streets**

At the last planning meeting the board discussed several issues with the drain at Angelo's. Phillip Waller wanted to make sure everyone knew it was being looked at and will be repaired soon.

Mayor Pucciarelli explained that Ray Paul and Jesse Thompson is working on a salt brine solution for the next time snow is predicted. Repairs is also being done on the snow plow and truck. A new snow plow will be needed in the near future.

**Parks and Recreation**

A representative from the LMU vet school was introduced. Patrick Herling explained the goal is to have the vet school involved with the dog park, in addition to the fire department. The vet school would assist in the fund raising and taken care of the park. Since it will soon be a memorial it is very important that the park be taken care of.

Patrick brought up the Memorandum of Understanding (MOU) that he emailed to the town. Mayor Pucciarelli explained that since it was sent after the planning meeting it would be discussed at the next meeting.

The rededication of the Cumberland Gap Off Leash Dog Park in honor/memory of Kaitlyn DeVries will be held on February 15, 2017 at 5:00 p.m.

Mayor Pucciarelli updated the board on the meeting that he had with the National Park concerning the wooden walkway. The park felt that the walkway was a safety concern during the winter months, so therefore they wanted to keep the walkway closed from October to March each year. Possible solutions were discussed that day, such as spraying a sand mixture on the walkway giving traction or building a trail alongside the walkway to be used during the winter months. A letter, from the town, will be sent to the park service asking them to repair their side of the walkway so that it can be opened back up. Phillip Waller mentioned the purpose of the walkway was for fitness purposes, it was never meant to be a tourist attraction. In order to meet the purpose it should be open. There was some discussion about signage. Several of the board members stated there is already signs on the walkway. Mayor Pucciarelli encouraged citizens to call the park with their comments concerning the wooden walkway.

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**Tourism/Events**

Upcoming Events included:

The Artist Co-op is looking into purchasing a tree to be permanently placed in Festival Park to be used for the annual Christmas tree lighting.

The Cumberland Mountain Music show will take place on February 18, 2017.

There will be a White Lightning Trail Festival Committee meeting at town hall on February 21<sup>st</sup> at 5:00 p.m.

**Water**

The water loss went up from 27% in December to 33 % in January.

**Sewer**

The pump in Tiprell was repaired last month. The bearings in the temperature sensor was bad, so the sensor was bypassed. Ray Paul explained that there are other lights and warning signs should the pump overheat. He further explained he was told that the cost to replace the sensor is as expensive as rebuilding the pump.

**Fire Department**

A house in Dogwood Heights was donated to the county to be used as a training exercise for all the fire departments in the county. Upon completion of that training the CGVFD will cross train in water operations with Thomas Walker and Harrogate.

The fire department will be conducting fire inspections of all the businesses in town later this spring. Some of the things they will be looking for is:

- making sure the plugins is not overloaded
- smoke alarms are installed
- adequate fire extinguishers are in place

Floor plans for the buildings will also be updated.

**OSHA Safety Director**

There was nothing to report.

**Litigation**

There was nothing to report.

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Mayor Pucciarelli called for OLD BUSINESS.

**Credit Card Update**

The city recorder explained that there have been several people using the credit card option. Some have paid by phone and several people have set up a recurring payment with either a credit/debit card or an ACH/bank transfer. A clarification was made on the charge for each option. If you choose the credit/debit card option the convenience fee is 4% (per transaction), if you choose the ACH/bank transfer the convenience fee is .50¢ (per transaction).

**Citizens Comments**

Chris Anderson explained that he had an incident at his business on Friday night. Someone approached his customers trying to sell them pills. He called the police and an officer responded quickly. Since the person already had a FTA warrant he was arrested. Mr. Anderson had the vehicle towed.

Mayor Pucciarelli called for NEW BUSINESS:

**Elected Officials Academy**

Mayor Pucciarelli attended the Elected Officials Academy last month. The cost to attend the two day workshop was \$200 which Mayor Pucciarelli paid himself. It is up to the board whether to reimburse him or not.

Susan Bain made a motion to reimburse Mayor Pucciarelli, 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- absent; Jerry Hopson -absent; John Ravnum-yes; Phillip Waller-yes.

**County Map Ad**

The Claiborne Economic Partnership is in the process of putting together a new county map. They contacted the town and asked if Cumberland Gap would be interested in advertising on the map. A standard business card size ad is \$200. The design of the ad would be up to the town. The ad would be included on the printed version and on the website.

Phillip Waller made a motion to purchase an ad, 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- absent; Jerry Hopson -absent; John Ravnum-no; Phillip Waller-yes.

**Subordination agreement**

The town has been contacted by Home Federal Bank inquiring if we would subordinate on a HOME Grant Deed of Trust for Robert and Elizabeth Askew.

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Mr. and Mrs. Askew have a Home Equity Line of Credit that is up for renewal soon. They have to redo the paperwork with the bank which means the bank will be releasing their deed of trust on the line of credit. When the lender releases the line of credit deed of trust it will move the HOME grant deed of trust from second position to first position. Thus the reason they are asking us to subordinate. Agreeing to subordinate means the HOME grant deed of trust will remain in second position.

Chuck Coffey made a motion to subordinate, 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- absent; Jerry Hopson -absent; John Ravnum-yes; Phillip Waller-yes.

**Ordinance Review**

At the next planning meeting the board will review Ordinance 6-2016- An Ordinance to Amend the Code Book Relative to Alcoholic Beverages Title 8). If time permits the Ordinance to Amend the Code Relative to Open Containers and Alcoholic Beverages and Special Events Permits will be reviewed.

**Announcements**

Planning Meeting- Monday February 27, 2017 @6:00 pm

With no other business to come before the board, Phillip Waller made a motion to adjourn, 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-absent; Jerry Hopson –absent; John Ravnum-yes; Phillip Waller-yes.