

TOWN OF CUMBERLAND GAP  
BOARD OF MAYOR AND ALDERMAN  
JUNE 5, 2023  
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The Board of Mayor and Alderman met in regular session on June 5, 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-absent; Camille Hall- here; Bill Linn- here; John Ravnum- here; Morgan Wheeler- absent.

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- absent; Camille Hall- yes; Bill Linn- yes; John Ravnum- yes; Morgan Wheeler- absent.

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- absent; Camille Hall- yes; Bill Linn- yes; John Ravnum- yes; Morgan Wheeler- absent.

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 Bill Linn. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: John Douglas- yes; Teresa Fuson- absent; Camille Hall- yes; Bill Linn- yes; John Ravnum- yes; Morgan Wheeler- absent.

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 July 10, 2023.

Finance- The proposed budget for FY 2023-2024 will be voted on for the first reading later in the meeting.

Law and Order- There was nothing to report.

Historical – The Historic Zoning Commission will meet on June 6, 2023 to discuss a COA for window replacement at 714 Colwyn St.

Streets – The milling and paving is tentatively scheduled for July.

The church is in the process of installing a retaining wall behind their building in an effort to eliminate some of the drainage issues in that area.

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A concerned citizen inquired about the replacement of the timbers and drainage concerns on Pennlyn Street. The mayor replied that the issues will be addressed after the new fiscal year begins on July 1<sup>st</sup>.

Parks and Recreation- There was nothing to report.

Tourism/Events- Upcoming Events include:

Farmers Market- July 7, 2023; Tri State Outdoor Fest- July 15, 2023; Fire Dept Kids Camp- July 15-16, 2023; Farmers Market- August 4, 2023; Farm to Table Dinner- August 11, 2023; Folkfest- August 12, 2023; LMU Tri-State Doggie Olympics- August 12, 2023.

Water- The water loss for the month of May was 15%.

Sewer – There was nothing to report.

Fire Department- The fire department turned in several surplus property forms for items that were either outdated or no longer needed.

Bill Linn made a motion to declare the outlined items as surplus and list on govdeals, with a second by John Douglas. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: John Douglas- yes; Teresa Fuson- absent; Camille Hall- yes; Bill Linn- yes; John Ravnum- yes; Morgan Wheeler- absent.

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- A representative, from the Guardians, was not present but provided the following update via email prior to the meeting:

- The State of TN has begun issuing contracts to participating communities. Because the Guardians of the Gap is a new recipient of state funds, the process is taking longer than most.
- Once the contract has been issued, the \$15,000 grant project will begin with representatives from Colloredo & Associates (the marketing firm selected to work on the project) paying a visit to the Gap.
- Our TN Downtowns program representatives, Nancy Williams & Bridget Jones, will be checking in with the Mayor and Steering Committee via a Zoom call on Monday, June 12th at 4pm.

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Citizens Comments- A concerned citizen inquired about the regulations for RV parking, specifically if it was permissible to park them in a private background on a permanent basis? The mayor responded that temporary parking is permitted but not permanent (over thirty days). The topic will be discussed further at the next planning and zoning meeting.

Special Event Permit Application- The Mountain Fiesta

The special event application, The Mountain Fiesta, was submitted by Zachary Greene/Lincoln Memorial University and is scheduled for September 28 – October 1, 2023.

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

Special Event Permit Application-Fire Department Kids Camp

The special event application, Kids Camp, was submitted by Shannon Ripley/CGVFD, and is scheduled for July 15-16, 2023.

John Ravnum made a motion to approve the special event 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- absent; Camille Hall- yes; Bill Linn- yes; John Ravnum- yes; Morgan Wheeler- absent.

Ordinance No. 9-2023- An Ordinance Amending the FY 2022-2023

This ordinance is the final budget amendment for FY 2022-2023, and is based on the estimated amounts for the year ending. It was explained that the amounts are subject to change and if so, will be brought to the attention of the board. This is the first reading of the ordinance. Since the amendment has to be passed before June 30<sup>th</sup>, the second reading will be held at the special called meeting on June 26, 2023.

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

Ordinance No. 9-2023- An Ordinance Adopting the Annual Budget and Tax Rate for FY

2023-2024 - This ordinance adopts the annual budget and tax rate for fiscal year beginning July 1, 2023 and ending June 30, 2024. It was explained that the amounts are subject to change and if so, will be brought to the attention of the board. This is the first reading of the ordinance. Since the budget has to be passed before June 30<sup>th</sup>, the second reading will be held at the special called meeting on June 26, 2023.

The budget includes a fifty cent (.50) raise for three employees (Micheal Ayers, Linda Moyers, and Ray Paul).

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Bill Linn voiced his concerns about the process for raises, that they were automatically included in the budget and not based on employee reviews. He stated he has spoken with MTAS and they are sending him more information on the evaluation process. According to Mayor Pucciarelli the codes allow him (the mayor) to give the employees a cost-of-living raise. Since the budget is to be passed by June 30<sup>th</sup>, there wouldn't be time to put in place an evaluation process, conduct the evaluations, and still make the deadline for the budget. According the attorney the board can pass the budget, as written, then go back and amend the budget once the evaluations are conducted.

John Douglas made a motion to adopt the budget subject to employee valuations to be conducted at a later date, with a second by Bill Linn. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: John Douglas- yes; Teresa Fuson- absent; Camille Hall- yes; Bill Linn- yes; John Ravnum- yes; Morgan Wheeler- absent.

Special Event Permit Application-Car Show Fundraise

The special event application, Car Show Fundraiser, was submitted by Timothy Goins/Crossing the Gap, and is scheduled for September 9, 2023.

The non-profit group, Crossing the Gap, has partnered with Second Harvest Food Bank to feed Claiborne County residents Thanksgiving dinner. All proceeds from the event will go toward that goal. At this time the proposed area for the event includes only Colwyn Street, in front of Festival Park, down to Merlyn Street.

John Ravnum made a motion approving the application, but also giving the approval for Merlyn Street to be closed and used for the event if needed, with a second by John Douglas. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: John Douglas- yes; Teresa Fuson- absent; Camille Hall- yes; Bill Linn- yes; John Ravnum- yes; Morgan Wheeler- absent.

Announcements- The following announcements were made:

June 26, 2023

6:00 p.m. – public hearing for 2023-2024 budget

Special called meeting for second reading: Ordinance 9-2023 & 10-2023

Agenda meeting

Town Hall will be closed starting July 3<sup>rd</sup> and will reopen on July 10<sup>th</sup>

Board of Mayor and Alderman meeting – Monday July 10, 2023

John Douglas made a motion to adjourn, with a second by Bill Linn. On voice call vote, all voted “aye.”

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Mayor

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Recorder