

TOWN OF CUMBERLAND GAP
BOARD OF MAYOR AND ALDERMAN
SEPTEMBER 5, 2017
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The Board of Mayor and Alderman met in regular session on September 5, 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- absent; Teresa Fuson- absent; Jerry Hopson - here; John Ravnum-here; Phillip Waller-yes.

At this time the attorney administered the oath to Matthew McClung, the new city judge.

Mayor Pucciarelli called for approval of the minutes. Jerry Hopson made a motion to the approve minutes, with a second by Phillip Waller. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain-yes; Chuck Coffey-absent; Teresa Fuson- absent; Jerry Hopson - yes; 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. Jerry Hopson made a motion to approve the financial report, with a second by Susan Bain. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain-yes; Chuck Coffey-absent; Teresa Fuson- absent; Jerry Hopson - yes; 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. Jerry Hopson made a motion to pay the bills, with a second by Susan Bain. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain-yes; Chuck Coffey-absent; Teresa Fuson- absent; Jerry Hopson - yes; 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 Thursday September 14, 2017 at 7:00 p.m. @ Town Hall.

Finance

There was nothing to report.

Law and Order

The law enforcement agreement with the county has been signed the city judge is in place. The officer and the judge will get together to discuss court dates.

Historical

The Historic Zoning Commission meeting scheduled for September 7, 2017 was cancelled since there were no items to be discussed.

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Streets

According to Phillip Waller, the soil conservationist made a cost efficient recommendation on how best to repair the issues with the creek on Llewellyn. He recommended cutting into the stream bottom 16 inches deep and fill it in with riprap rock to create a slope on the bank. The cost of the rock is estimated to cost around \$15 per ton, and approximately 40 tons is needed. Ray Paul doesn't feel he would be able to complete the job himself so a contractor is needed.

Parks and Recreation

Mayor Pucciarelli asked that the board approve several repairs needed to Berkau Park. He stated that both bathrooms needed to be painted, the bathroom doors repaired, and the toilets replaced. He recommended using the money from the scrap metal sales.

Jerry Hopson made a motion approving the repairs and using the money from the scrap metal sales, with a second by John Ravnum. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain-yes; Chuck Coffey-absent; Teresa Fuson-absent; Jerry Hopson - yes; John Ravnum-yes; Phillip Waller-yes.

Claiborne County was awarded grant funds to prepare a 10-year Recreation Master Plan. The plan will focus on the park and recreation facilities and programs in the four (4) municipalities in the county. Each municipality is required to provide information on their existing recreation facilities and programs and any future plans over the next 10 years.

The grant contract is for \$60,000, which includes a match of \$12,000. Each municipality has agreed to contribute \$3,000 toward the matching funds. Since that amount was not included in the budget, a budget amendment will be drafted and discussed next month. Once each municipality provides the necessary information, then the master plan will be drafted. There will be public meetings and community based needs assessment surveys conducted for public input.

Tourism/Events

Upcoming Events included:

September 9, 2017- Cumberland Mountain Music Show
September 11, 2017- CCVFD Night at Angelo's in the Gap
September 30, 2017- Servolution Duck Race/Fire Department Pancake Breakfast
October 14, 2017- Harvest Moon Fall Festival
October 30- 31, 2017- Pumpkin Lights
December 2, 2017- Victorian Christmas

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Water

The bid opening for the Waterline Rehabilitation project took place on Tuesday August 8, 2017. Vaughn and Melton recommended award of the contract, in the amount of \$133,650, to Edwards Grading of New Tazewell, Tennessee.

Jerry Hopson made a motion to except the recommendation awarding the contract to Edwards Grading, with a second by Susan Bain. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain-yes; Chuck Coffey-absent; Teresa Fuson- absent; Jerry Hopson - yes; John Ravnum-yes; Phillip Waller-yes.

There was some discussion about the possibility of getting a grant for the purpose of digging a well. Mayor Pucciarelli said he has been researching the issue and the first step is to have a feasibility study done by an engineering firm. A location must be determined and an infiltration system would have to be installed. Mayor Pucciarelli has been in contact with East Tennessee Development District to research a possible grant and with Vaughn and Melton concerning the feasibility study.

Sewer

The equipment for the samplers and the flow meter sensor has been ordered.

The repair of ten (10) manholes have been completed. It is estimated to have corrected at least seven (7) percent of the infiltration issues.

Fire Department

Two hoses, which cost \$300 apiece, had to be replaced on the Jaws of Life.

The fire department will be hosting firefighters night at Angelo's on September 11, 2017. A percentage of the sales and tips will be given to the department. All the money placed inside the boot will go directly to the department.

At last month's meeting, Fire Chief, Chase Elswick, discussed the possibility of opening a savings account for the department. He recommended \$3,000 per year be set aside in a separate account each year that would be earmarked for tanker, engine, equipment replacement, and building repairs in the future. They felt it was better to save for those expenses over a period of time instead of having to come up with the funds all at once.

Jerry Hopson made a motion to open a fire department savings account to be used for the above expenses, to transfer \$3,000 per year in the account (\$100,000 maximum), and appoint the following people as authorized signatures on the account: Chuck Coffey, Jerry Hopson, Linda Moyers, Ray Paul, and John Ravnum. John Ravnum seconded the motion. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain-yes; Chuck Coffey-absent; Teresa Fuson- absent; Jerry Hopson - yes; John Ravnum-yes; Phillip Waller-yes.

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OSHA Safety Director

There was nothing to report.

Litigation

There was nothing to report.

Mayor Pucciarelli called for Old Business:

Demolition Order- 601 Pennlyn Street

The vote to enforce the demolition order for 601 Pennlyn Street was addressed again this month.

Mayor Pucciarelli wanted everyone to understand that regardless of the outcome of the vote, a compromise between the Historic Zoning Committee and the property owner can still take place.

Jerry Hopson made a motion authorizing the town attorney, Jim Estep, to proceed with the execution of the demolition order. Susan Bain seconded the motion. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain-yes; Chuck Coffey-absent; Teresa Fuson- absent; Jerry Hopson - yes; John Ravnum-yes; Phillip Waller-yes.

Patching Quotes

The board reviewed the two (2) proposals received, from Willis Paving and Backwoods Paving, for pothole patching.

Phillip Waller made a motion approving the proposal from Willis Paving in the amount of \$2, 975, with a second by John Ravnum. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain-yes; Chuck Coffey-absent; Teresa Fuson-absent; Jerry Hopson - yes; John Ravnum-yes; Phillip Waller-yes.

Tree Removal Quotes

The board reviewed the two (2) proposals received, from Sharps Tree Service and Lee County Tree Service, for tree removal in Festival Park and Berkau Park. Both companies submitted two (2) different cost: (1) cost to grind and clean up all stumps; (2) cost to grind and leave all stumps (the town would be responsible for the cleanup).

Jerry Hopson made a motion approving the proposal from Sharps Tree Service in the amount of \$3,650 (which is the cost to grind and cleanup all stumps.) Susan Bain second the motion. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain-yes; Chuck Coffey-absent; Teresa Fuson- absent; Jerry Hopson - yes; John Ravnum-yes; Phillip Waller-yes.

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Ordinance 6-2017- An Ordinance Amending the 2017-2018 Budget

The ordinance amends the 2017-2018 budget to account for the Volunteer Fire Assistance grant awarded to the CGVD from the Tennessee Department of Agriculture, Division of Forestry.

Jerry Hopson made a motion to approve Ordinance No. 6-2017 on second and final reading, with a second by John Ravnum. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain-yes; Chuck Coffey-absent; Teresa Fuson-absent; Jerry Hopson - yes; John Ravnum-yes; Phillip Waller-yes.

Ordinance to Amend the Code Relative to Open Containers of Alcoholic Beverages

This ordinance defines the permitting process for special events as they relate to open containers. The ordinance is in the process of being rewritten so no action was taken.

Mayor Pucciarelli called for Citizen Comments:
There was no citizen's comments.

Mayor Pucciarelli called for New Business:

Ordinance 7-2017- An Ordinance Amending Ordinance No. 6-2016 Relative to Alcoholic Beverages

This ordinance amends Ordinance No. 6-2016 in order to include the new zone C-1A.

Jerry Hopson made a motion to approve Ordinance 7-2017, with a second by Susan Bain. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain-yes; Chuck Coffey-absent; Teresa Fuson- absent; Jerry Hopson - yes; John Ravnum-yes; Phillip Waller-yes.

Claiborne County Health Department – Tobacco Bench

A representative from the Claiborne County Health Department was present at the planning meeting last week to discuss a grant they received that allows benches to be placed in community parks. The benches include a slogan that promotes a smoke free environment in the parks.

Jerry Hopson made a motion to accept the benches, with a second by Susan Bain. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain-yes; Chuck Coffey-absent; Teresa Fuson- absent; Jerry Hopson - yes; John Ravnum-yes; Phillip Waller-yes.

First Baptist Church Homecoming

The First Baptist Church Homecoming is planned for the end of September. Since they don't have a level place to put their tent they approached Mayor Pucciarelli about extending on the sidewalk and into the road. Mayor Pucciarelli told them they would have to fill out a special event permit application. An application was picked up but was not returned prior to the meeting. No action was taken due to the lack of an application.

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Announcements

Planning meeting- Monday September 25, 2017@6:00 p.m.

With no other business to come before the board, Jerry Hopson 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-absent; Teresa Fuson-absent; Jerry Hopson –yes; John Ravnum-yes; Phillip Waller-yes.