

TOWN OF CUMBERLAND GAP
BOARD OF MAYOR AND ALDERMAN
SEPTEMBER 6, 2022
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The Board of Mayor and Alderman met in regular session on September 6, 2022 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; Joe Gill- absent; Jerry Hopson- here; Kathy Maxwell- here; John Ravnum- here.

Mayor Pucciarelli called for a motion to approve the minutes. Teresa Fuson made a motion to approve the minutes, with a second by Jerry Hopson. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: John Douglas-yes; Teresa Fuson- yes; Joe Gill- absent; Jerry Hopson- yes; Kathy Maxwell- yes; John Ravnum- 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. Kathy Maxwell made a motion to approve the financial report, with a second by Jerry Hopson. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: John Douglas-yes; Teresa Fuson- yes; Joe Gill- absent; Jerry Hopson- yes; Kathy Maxwell- yes; John Ravnum- 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 Ravnum 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; Joe Gill- absent; Jerry Hopson- yes; Kathy Maxwell- yes; John Ravnum- yes.

Planning and Zoning- At the meeting earlier tonight the planning commission reviewed and approved the project proposal power point presentation for the awarded Parks and Recreation Grant.

Ralph McClanahan was present, at the Planning Commission meeting, seeking approval of his building permit application and plans for his property located at 512 Selwyn Ave.

The date for the next Planning and Zoning meeting is October 3, 2022.

Finance- There was nothing to report.

Law and Order- The Sheriff's Department made an arrest in town last month. During a license plate check on a vehicle parked in front of a fire hydrant, the police found that the individual had an outstanding warrant against him.

Historical – The Historic Zoning Commission scheduled for tomorrow night (September 7, 2022) has been cancelled as there are no items on the agenda.

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The date for the next Historic Zoning Commission meeting is October 4, 2022.

Streets- The contractors recommended waiting on the street milling until such time the paving can be done soon after. The town will receive the remaining Federal funds in November so milling will be scheduled for October and paving in November.

Parks and Recreation – In accordance with the Parks and Recreation Grant procedures, awarded organizations must present the grant project to their local planning commission for approval. A presentation was made at the committee meeting earlier tonight.

Tourism/Events- Upcoming Events include: September 17, 2022 White Lighting Trail Festival; September 22 - 24, 2022- Mountain Fiesta; September 24, 2022- Harvest Moon Festival, Antique Show, and Servolution Duck Derby. October 8, 2022 LMU Homecoming; October 12-16, 2022- Airstream 2022; October 14, 2022- Genealogy Jamboree; October 15, 2022- Pumpkin Tasting; October 28-29, 2022 Pumpkin Lights; December 3, 2022 Victorian Christmas; December 10, 2022 Small Town Christmas and Parade.

Water- The water loss for the month of August is 12%.

Sewer- The Tennessee Department of Environment and Conservation conducted an inspection at the WWTP last month. According to Jesse Thompson no violations were found during the inspection.

Fire Department- The CGVFD has one hundred (100) new members, which is split into three (3) squads.

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- Kimberly Kotlar, on behalf of the Guardians of the Gap, was present to give an update on the TN Downtown Grant. Ms. Kotlar told the committee that the preliminary assessment report has been reviewed and approved by the steering committee and will be sent back to the state for final review. She discussed the tentative project dates: grant contract to be issued and signed by the end of 2022, project to start by the beginning of 2023, and completed by the end of 2023. Year one, of the two year project, is the planning stage, while year two is the execution stage of the project.

She mentioned the new page on the town's website that was created to post all notes, reports, and updates once they become available.

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A community appreciation dinner is scheduled for October 10, 2022 as a way to update the citizens and to recruit volunteers to assist with the project. She discussed the upcoming webinars and workshops that the steering committee will be attending in upcoming months.

Special Census- Volunteers are needed to go door to door for the special census count which will begin after the Labor Day holiday. The results of the special count will not go into effect until July 1, 2023.

Parks and Recreation Grant Update- Mayor Pucciarelli told the board about the 25% offer to increase the awarded amount and the town's requirement for the extra match. The intent of the offered increase is to go towards addressing increased cost due to inflation. If the board votes to accept the offer the new project totals would be \$312,500 grant funds and \$312,500 local match, making the total project cost \$625,000.

Teresa Fuson made a motion to accept the offer, with a second by Jerry Hopson. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: John Douglas-yes; Teresa Fuson- yes; Joe Gill- absent; Jerry Hopson- yes; Kathy Maxwell- yes; John Ravnum- yes.

American Rescue Plan Act (ARPA) Update- Pucciarelli updated the board on the meeting that he had with several agencies to discuss the American Rescue Plan Act (ARPA) funds and how to address and correct the issues on the scorecard.

According to the scorecard the town needs the following written plans in place: Asset Management Plan, Inventory and Condition Assessment, and a Capital Improvement Plan. Communities Unlimited will assist the town in completing those, at no charge.

Vaughn and Melton will assist in the Stormwater Management Plan and correcting the Inflow and Infiltration (I & I), (leaks) on the sewer lines, which should increase the capacity of the wastewater plant.

Any remaining funds will be used to implement the Corps of Engineers recommendations for correcting the flooding issues in town.

Citizens Comments- There was no citizen comments.

Mayor Pucciarelli called for New Business:

Special Event Permit Application- DCOM Fall Fest

The special event application, DCOM Fall Fest, was submitted by Caleb Arnold/LMU and is scheduled for October 27, 2022 (Rain Date: October 28, 2022).

John Douglas made a motion to approve the special event permit application, with a second by Jerry Hopson. Mayor Pucciarelli called for a roll call vote. Board members voted as

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follows: John Douglas-yes; Teresa Fuson- yes; Joe Gill- absent; Jerry Hopson- yes;
Kathy Maxwell- yes; John Ravnum- yes.

Special Event Permit Application- Tri-State Outdoor Fest (2023)

The special event application, Tri-State Outdoors Fest, was submitted by Mary Mars/Guardians of the Gap, and is scheduled for July 15, 2023.

John Douglas made a motion to approve the special event permit application, with a second by Jerry Hopson. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: John Douglas-yes; Teresa Fuson- yes; Joe Gill- absent; Jerry Hopson- yes; Kathy Maxwell- yes; John Ravnum- yes.

Special Event- Short Term Rental Application- 602 Colwyn St

Mayor Pucciarelli stated that all required paperwork and fees were submitted for the short term rental at 602 Colwyn St Apt B (the board was given a copy to review) so therefore the permit will be issued.

Announcements- The following announcements were made:

Agenda meeting, September 26, 2022 @6:00 p.m.

Board of Mayor and Alderman meeting- Tuesday October 3, 2022.

Jerry Hopson made a motion to adjourn, 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; Joe Gill- absent; Jerry Hopson- yes; Kathy Maxwell- yes; John Ravnum- yes.

Mayor

Recorder