

TOWN OF CUMBERLAND GAP
BOARD OF MAYOR AND ALDERMAN
AUGUST 7, 2017
PAGE 1 OF 6

The Board of Mayor and Alderman met in regular session on August 7, 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- here; Jerry Hopson - here; John Ravnum-here; Phillip Waller-here.

Mayor Pucciarelli called for approval of the minutes. Jerry Hopson made a motion to the approve minutes, with a second by Chuck Coffey. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain-yes; Chuck Coffey-yes; Teresa Fuson- yes; 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. Chuck Coffey made a motion to approve the financial report, 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- yes; 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. Chuck Coffey made a motion to pay the bills, with a second by Jerry Hopson. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain-yes; Chuck Coffey-yes; Teresa Fuson- yes; 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 August 10, 2017 at 7:00 p.m. @ Town Hall.

Finance

There was nothing to report.

Law and Order

Mayor Pucciarelli made a recommendation to appoint Matthew McClung as city judge.

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

TOWN OF CUMBERLAND GAP
BOARD OF MAYOR AND ALDERMAN
AUGUST 7, 2017
PAGE 2 OF 6

There was a question regarding the compensation for the city judge. According to the ordinances, the city judge receives \$100 per month.

Historical

The Historic Zoning Commission will meet on Thursday August 7, 2017 at 7:00 p.m. at Town Hall.

Streets

The board reviewed two (2 quotes) received for pothole repair. Both companies were shown the same areas, but one company went into more detail and expanded the areas. No action was taken tonight. The board will review the quotes further at the next planning meeting.

A soil conservationist was in town last month to perform a site visit and make recommendations on how best to repair the issues with the creek on Llewellyn (near the bicycle museum). The repairs may not be as extensive and costly as first thought.

Parks and Recreation

New toilets for Berkau Park will be ordered and installed later this month. Hand dryers, for the bathrooms, will be researched.

The town has received the playground/exercise equipment from the county but needs to decide where to install it. The board decided to install the equipment on the lot near the swings at town hall.

Tourism/Events

Upcoming Events included:

October 14, 2017- Harvest Moon Fall Festival
October- Pumpkin Lights
December 2, 2017- Victorian Christmas

Water

The bid opening for the Waterline Rehabilitation project will take place at 10:00 a.m. on Tuesday August 8, 2017.

Sewer

Manhole repair will begin this month. The town budgeted for 10 manholes to be repaired during this fiscal year.

The samplers at the WWTP are in need of repair/replacement. Jesse Thompson has contacted several companies to see if they could come look at them.

TOWN OF CUMBERLAND GAP
BOARD OF MAYOR AND ALDERMAN
AUGUST 7, 2017
PAGE 3 OF 6

Fire Department

North Tazewell VFD is working with Hurst for a quote on inspecting/repairing the Jaws of Life for each of the fire departments within the county.

The fire department is recruiting new members. Currently, there is 25 members (all LMU students), making the CGVFD the most staffed fire department in the county.

Several Fundraisers are scheduled for the month of September:

- On September 11, 2017 from 5- 10 p.m. the department will host a fundraiser night at Angelo's in the Gap.
- On September 4, 2017 the department will be assisting Harrogate with the Labor Day Celebration. The City of Harrogate has agreed to pay the fire department \$10 per hour, per firefighter (around 20 to 25 firefighters will be assisting and the event could take around 5 to 6 hours).
- On September 30, 2017 the department will be assisting Servolution with a duck race that will take place in Cumberland Gap. The fire department will have a pancake breakfast from 8:00 – 11:00 a.m. the morning of the race.

Homeland Security will be conducting training exercises during the months of October or November. The exercises will test preparedness in case of an emergency.

The dog park sign listing the hours, dawn to dusk, has been ordered and will be installed once it is received.

At last month's meeting, Fire Chief, Chase Elswick, discussed the possibility of creating a depreciation account for the department. An amount to be determined would be set aside in a separate account each year that would be earmarked for tanker, engine, and building repairs. He brought up the account again tonight and recommended that \$3,000 per month be transferred into a savings account to be used by the fire department for equipment purchases, tanker, engine, or building repairs in the future. Several pieces of the equipment and turnout gear will have to be replaced in the next 5 years or so. 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.

No action was taken tonight, board members felt that guidelines for the account should be established. The issue will be discussed further at the next planning meeting.

OSHA Safety Director

There was nothing to report.

Litigation

There was nothing to report.

Mayor Pucciarelli called for **Old Business**.

TOWN OF CUMBERLAND GAP
BOARD OF MAYOR AND ALDERMAN
AUGUST 7, 2017
PAGE 4 OF 6

Demolition Order- 601 Pennlyn Street

The vote to enforce the demolition order for 601 Pennlyn Street was addressed again tonight. A motion was made at last months meeting to enforce the demolition order but died for a lack of a second.

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. Phillip Waller seconded the motion. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain-yes; Chuck Coffey-no; Teresa Fuson- no; Jerry Hopson - yes; John Ravnum-abstain; Phillip Waller-yes.

The mayor announced that the motion passed and went on to the next order of business. Later in the meeting one of the board members questioned the vote saying the motion did not pass and the mayor should be able to cast the deciding vote. It was explained that the mayor can only vote in a tie, and there wasn't a tie because an abstention is counted and noted, but not as a "yes" or "no" vote. Some argued that the motion passed because a majority of the members who voted was in favor, but it was explained that it did not pass, as it failed to get a majority vote of those present for the meeting.

The matter will be looked into further and MTAS will be contacted for a definite answer.

Mayor Pucciarelli called for **Citizen Comments:**

A former business owner came before the board opposing an article that was written about him in the Gap Gazer. He stated that the article was inaccurate and more of an opinion of the editor instead of facts. The editor, of the Gap Gazer, said that she has proof of everything she writes.

Mayor Pucciarelli called for **New Business:**

Resolution No. 3-2017- A Resolution Supporting the Adoption of a Voluntary Tariffed On- Bill Program by Powell Valley Electric Cooperative

Representatives from Appalachian Voices was present to talk about a financing program available to members of the Powell Valley Electric Co-op. A voluntary tariffed on-bill energy efficiency finance program would offer all members of the co-op, regardless of income level, credit score, or whether they own the home or rent the home, the option to finance needed home energy improvements. They explained that an energy auditor would come to the home to do an analysis to determine which upgrades would be the most cost efficient (installation, HVAC unit, etc.). Once the repairs were finished the member would benefit from lower energy cost. While the program is not a loan, a small

TOWN OF CUMBERLAND GAP
BOARD OF MAYOR AND ALDERMAN
AUGUST 7, 2017
PAGE 5 OF 6

charge would appear on the member's bill each month. The monthly charge is tied to the home not the member, so if the member moves the charge would stay with the house itself.

In order to be able to offer the program, Powell Valley Electric must hear from the members requesting them to develop the financing program. They asked that members of the Powell Valley Electric Cooperative send a letter in support of the financing program. Copies of the letter can be provided to all those interested. They also asked the board to pass a resolution supporting the program.

Susan Bain made a motion to approve Resolution No. 3-2017, with a second by Chuck Coffey. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain-yes; Chuck Coffey-yes; Teresa Fuson- yes; Jerry Hopson - yes; John Ravnum-yes; Phillip Waller-yes.

Striping Quotes

The board reviewed the two (2) quotes received for striping the roads in town. Mayor Pucciarelli recommended the board approve the quote from Superior Pavement Marking.

Jerry Hopson made a motion approve the quote from Superior Pavement in the amount of \$2,120, with a second by Chuck Coffey. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain-yes; Chuck Coffey-yes; Teresa Fuson- yes; Jerry Hopson - yes; John Ravnum-yes; Phillip Waller-yes.

Pothole Repair Quotes

The matter was discussed earlier in the meeting.

Tree Removal Quotes

Quotes are still being obtained for the tree removal in Festival Park.

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.

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

Resolution No. 2-2017- A Resolution Adopting a Records Management System

This resolution designates the city recorder as the city records management administrator and authorizes and directs the records manager on how to preserve, retain, manage, delete, and or destroy active records in accordance with the "Retention Schedule" found

TOWN OF CUMBERLAND GAP
BOARD OF MAYOR AND ALDERMAN
AUGUST 7, 2017
PAGE 6 OF 6

in the University of Tennessee's Municipal Technical Advisory Service reference guide "Records Management for Municipal Governments".

Chuck Coffey made a motion to approve Resolution No. 2-2017, with a second by Jerry Hopson. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain-yes; Chuck Coffey-yes; Teresa Fuson- yes; Jerry Hopson - yes; John Ravnum-yes; Phillip Waller-yes.

Special Event Permit Application- Servolution Duck Race

Servolution Health Services submitted a special event application form for a duck race to take place on September 30, 2017. They plan to have a walk/ run race starting at 9:00 a.m. and the duck race will start at noon.

The duck race will begin in the creek on Llewelyn Street and will end where the creek crosses under the road to Tiprell. Representatives told the board they have the proper permits allowing the duck race to take place in the creek.

John Ravnum made a motion approving the special event permit for the Servolution Duck Race, with a second by Chuck Coffey. Mayor Pucciarelli called for a roll call vote. Board members voted as follows: Susan Bain-yes; Chuck Coffey-yes; Teresa Fuson- yes; Jerry Hopson - yes; John Ravnum-yes; Phillip Waller-yes.

Rate Change for QuickBooks Payments

QuickBooks (the town's software) sent a notice that as of September 1, 2017 the ACH bank transfer fee (fee the town is charged when a customer makes a payment using their routing number and checking account number) will increase to \$1.00 per transaction (currently the fee is .50 per transaction).

Chuck Coffey made a motion to pass the increase on the customers using the ACH bank transfer option, 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- yes; Jerry Hopson - yes; John Ravnum-yes; Phillip Waller-yes.

Announcements

Planning meeting- Monday August 28, 2017@6:00 p.m.

Bid Opening for Waterline Rehab- August 8, 2017 @10:00 a.m.

September BMA meeting- Tuesday September 5, 2017 @7:00 p.m. (Monday is Labor Day)

With no other business to come before the board, Susan Bain 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- yes; Jerry Hopson -yes; John Ravnum-yes; Phillip Waller-yes.