

**COOKEVILLE CITY COUNCIL
REGULAR MEETING
FEBRUARY 1, 2007
6:00 P.M.**

The Council of the City of Cookeville met in regular session on Thursday, February 1, 2007, at 6:00 p.m., in the Putnam County Courthouse, 300 E. Spring Street. Mayor Sallee announced a moment of silent prayer. Pledge of Allegiance was led by Mayor Sallee. Mayor Sallee then called the meeting to order and asked the Clerk to call the roll. Present and answering roll call were:

Mayor Sam Sallee
Vice-Mayor Jean Davis
Councilman Alma Anderson
Councilman Ryan Williams

ABSENT: Councilman Ricky Shelton

Also present: Jim Shipley, City Manager; Cathy McClain, City Clerk; and Mike O'Mara, City Attorney.

**CONSIDER APPROVAL OF
AGENDA AS PRESENTED**

Councilman Anderson made a motion, seconded by Vice-Mayor Davis, to amend the agenda by deleting item #4 – consider on first reading Ordinance #007-02-05, amending the Cookeville Municipal Code Title 18, Chapter 2, pertaining to sewer use ordinance. Upon call for a vote, the following voted aye:

Mayor Sam Sallee
Vice-Mayor Jean Davis
Councilman Alma Anderson
Councilman Ryan Williams

ABSENT: Councilman Ricky Shelton

The City Clerk announced that the motion carried.

OLD BUSINESS:

**CONSIDER APPROVAL OF MINUTES
OF COUNCIL MEETING HELD ON
JANUARY 18, 2007**

Vice-Mayor Davis made a motion to dispense with the reading of the minutes and approve said minutes as submitted. The motion was seconded by Councilman Anderson. Upon call for a vote, the following voted aye:

Mayor Sam Sallee
Vice-Mayor Jean Davis
Councilman Alma Anderson
Councilman Ryan Williams

ABSENT: Councilman Ricky Shelton

The City Clerk announced that the motion carried.

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**CONSIDER ON SECOND AND
FINAL READING ORDINANCE
#O06-12-28, AMENDMENTS
TO THE COOKEVILLE
ZONING CODE**

Councilman Williams made a motion, seconded by Councilman Anderson, to approve on second and final reading Ordinance #O06-12-28. Upon call for a vote, the following voted aye:

Mayor Sam Sallee
Vice-Mayor Jean Davis
Councilman Alma Anderson
Councilman Ryan Williams

ABSENT: Councilman Ricky Shelton

The City Clerk announced that the motion carried.

NEW BUSINESS:

**CONSIDER ON FIRST READING
ORDINANCE #O07-02-06,
AMENDING THE COOKEVILLE
MUNICIPAL CODE TITLE 7,
CHAPTER 2, PERTAINING
TO FIRE CODE**

Vice-Mayor Davis made a motion, seconded by Councilman Anderson, to approve on first reading Ordinance #O07-02-06. Upon call for a vote, the following voted aye:

Mayor Sam Sallee
Vice-Mayor Jean Davis
Councilman Alma Anderson
Councilman Ryan Williams

ABSENT: Councilman Ricky Shelton

The City Clerk announced that the motion carried.

**CONSIDER RESOLUTION #R07-02-03,
AMENDING RESOLUTION #R06-12-24,
REVISING COOKEVILLE CITY
CHARTER SECTION 7.07,
PERTAINING TO CITY ATTORNEY**

Councilman Anderson made a motion, seconded by Councilman Williams, to adopt Resolution #R07-02-03. Upon call for a vote, the following voted aye:

Mayor Sam Sallee
Vice-Mayor Jean Davis
Councilman Alma Anderson
Councilman Ryan Williams

ABSENT: Councilman Ricky Shelton

The City Clerk announced that the motion carried.

**COOKEVILLE CITY COUNCIL
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**HOLD A PUBLIC HEARING ON THE
ANNUAL PROGRESS REPORT ON THE
PLAN OF SERVICES FOR THE
FOLLOWING ANNEXATION AREAS:
OLD SPARTA ROAD/HORACE LEWIS
ROAD; OLD BRIDGE ROAD/FALLING
WATER RIVER; BUCK MOUNTAIN
ROAD/DRY VALLEY ROAD; SHIPLEY
ROAD; EAST HIGHWAY 70N/
INTERSTATE 40; MATHENEY/
CORA ROAD; WEST COOKEVILLE/
INTERSTATE 40; O'NEILL/WEST 12TH
STREET; PRESLEY/WEST 12TH
STREET & SHAG RAG ROAD AREAS**

**NOTICE OF PUBLIC HEARING
CITY OF COOKEVILLE
ANNUAL PROGRESS REPORTS
PLANS OF SERVICES FOR ANNEXATION AREAS**

Notice is hereby given that the Cookeville City Council will hold a Public Hearing at its meeting on Thursday, February 1, 2007 at 6:00 p.m. in the Commission Chambers on the 3rd Floor of the Putnam County Courthouse located at 300 East Spring Street. The purpose of this Hearing is to present Annual Progress Reports on the status of extending services to areas annexed by the City of Cookeville as specified in the Plans of Services for each of the areas. All interested citizens are invited to attend this Hearing. The Progress Reports for these annexation areas are as follows:

**ANNUAL PROGRESS REPORT
PLANS OF SERVICES**

Tennessee Code Annotated, Section 6-51-108 requires that reports be prepared and published on the progress of extending the services to annexed areas as specified in the Plans of Services. The areas annexed by the City of Cookeville requiring annual progress report are as follows:

**OLD SPARTA ROAD/HORACE LEWIS ROAD AREA, R00-02-06, effective June 15, 2000
OLD BRIDGE ROAD/FALLING WATER RIVER AREA, R00-03-10, effective June 15, 2000
BUCK MOUNTAIN ROAD/DRY VALLEY ROAD AREA, R00-03-11, effective July 19, 2000
SHIPLEY ROAD AREA, R00-04-13, effective August 16, 2000
EAST HIGHWAY 70N/INTERSTATE 40 AREA, R00-09-24, effective January 7, 2001
MATHENEY/CORA ROAD AREA, R02-02-01, effective April 21, 2002
WEST COOKEVILLE/INTERSTATE 40 AREA, R02-06-11, effective August 8, 2002
O'NEILL/WEST 12TH STREET AREA, R02-07-14, effective August 31, 2002
PRESLEY/WEST 12TH STREET AREA, R02-07-18, effective November 3, 2002
SHAG RAG ROAD AREA, R06-02-01, effective March 18, 2006**

According to the Directors of the applicable City Departments, the following progress has been made toward extending the services specified in the Plans of Services for the above Annexation Areas:

Police and Fire Protection

Police and fire protection are provided to all annexation areas as specified in the Plans of Services.

Water

Water service is provided to the *Old Sparta Road/Horace Lewis Road, Old Bridge Road/Falling Water River, Buck Mountain/Dry Valley Road, Shipley Road, Matheny/Cora Road, O'Neill/West 12th Street, Presley/West 12th Street, and Shag Rag Road* annexation areas as specified in the respective Plans of Services.

East Highway 70/Interstate 40 Area

Water service at the inside city rate is now provided to the annexed area by the City of Cookeville. All improvements have been completed with the exception of the installation of 1 fire hydrant. The Plan of Services specifies that any necessary upgrades in water service will be completed within 15 years after the effective date of annexation.

West Cookeville/Interstate 40 Area

Those property owners already provided water service by the City of Cookeville have had their rates reduced to the city rate. The City is in the process of negotiating with the Double Springs Utility District to acquire the service area and has installed 3 hydrants along Holladay Road. The City has not yet initiated negotiations with the Boat Dock Utility District to acquire the service area. The Plan of Services specifies that required improvements in the areas served by utility districts will be completed within 5 years after the city acquires the service areas.

Sanitary Sewer

Sanitary sewer service is provided to the *Shipley Road, Matheny/Cora Road, O'Neill/West 12th Street, and Presley/West 12th Street* annexation areas as specified in the respective Plans of Services.

Old Sparta Road/Horace Lewis Road Area

Sanitary sewer service has not yet been extended to this area. The Plan of Services specifies that sanitary sewer service is not anticipated until approximately 15 years after the effective date of annexation.

East Highway 70/Interstate 40 Area

The first phase of the extension of sewer service to the annexation area, serving approximately 35 parcels along Highway 70N has been completed. The Plan of Services specifies that sanitary sewer service will be provided based on the same criteria, standards and policies used to determine the expansion of sanitary sewer service in the unserved portions of the present corporate limits.

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Old Bridge Road/Falling Water River, Buck Mountain Road/Dry Valley Road, West Cookeville/Interstate 40, and Shag Rag Road Areas

Sanitary sewer has not yet been extended in these annexation areas. The Plans of Services specify that sanitary sewer service will be provided based on the same criteria, standards and policies used to determine the expansion of sanitary sewer service in the unserved portions of the present corporate limits.

Solid Waste Collection and Disposal

Solid waste collection and disposal is provided to the annexation areas as specified in the Plans of Services.

Streets

Street maintenance is provided to the annexation areas as specified in the Plans of Services.

Planning and Zoning and Inspection Services

Planning and zoning and inspection services are provided to the annexation areas as specified.

Electrical Service and Street Lighting

Old Sparta Road/Horace Lewis Road and Old Bridge Road/Falling Water River Areas

The Cookeville Electric Department has obtained the portion of the annexation areas served by the Caney Fork Electric Membership Cooperative. The city is pursuing legal measures to obtain the service area from the Upper Cumberland Electric Membership Coop. Streetlights have been installed in both annexation areas. The Plans of Services for these areas specify that electric service at city rates and street lighting will be provided within three years after the city acquires the service areas.

Matheney/Cora Road, O'Neill West 12th Street, and Presley/West 12th Street Areas

The city is pursuing legal measures to obtain the service areas from the Upper Cumberland Electric Membership Coop. The Plans of Services for these areas specify that electric service at city rates and street lighting will be provided within one year after the city acquires the service areas. Street lighting has been provided in these areas.

East Highway 70/Interstate 40, Buck Mountain Road/Dry Valley Road, and Shipley Road Areas

The city is pursuing legal measures to obtain the service area from the Upper Cumberland Electric Membership Coop. The Plans of Services for this area specifies that electric service at city rates and street lighting will be provided within three years after the city acquires the service area. Street lighting has been installed in these areas.

West Cookeville/Interstate 40 Area

The Cookeville Electric Department is pursuing necessary measures to acquire the service area from the Upper Cumberland Electric Membership Cooperative. The Plan of Services specifies that electric service at city rates will be provided in the area north of I-40 within one year after the city acquires the service area and within three years for the area south of I-40. Street lighting is to be provided to the entire annexation area within one year after the city acquires the service area.

Shag Rag Road Area

The city is pursuing legal measures to obtain the service area from the Upper Cumberland Electric Membership Coop. The Plan of Services for this area specifies that electric service at city rates and street lighting will be provided within one year after the city acquires the service area. Street lighting has not yet been provided.

Recreational Facilities

The residents of the annexation areas are able to use all municipal recreational facilities as specified.

Natural Gas

Natural gas service is provided to the *Old Sparta Road/Horace Lewis Road, Old Bridge Road/Falling Water River, Buck Mountain/Dry Valley Road, Shipley Road, Matheney/Cora Road, O'Neill/West 12th Street, Presley/West 12th Street, and Shag Rag Road* annexation areas as specified in the respective Plans of Services.

East Highway 70/Interstate 40 Area

Those property owners already provided natural gas service by the City of Cookeville have had their rates reduced to the city rate. The Plan of Services specifies that natural gas service will be provided at city rates within five years after the effective date of annexation to that portion of the annexation area located north of Interstate 40 and within ten years to that portion of the annexation area located south of Interstate 40. The Cookeville Gas Department reports that all properties desiring natural gas service north of Interstate 40 have been provided service.

West Cookeville/Interstate 40 Area

Those property owners already provided natural gas service by the City of Cookeville have had their rates reduced to the city rate. The Plan of Services specifies that natural gas service will be provided at city rates within five years after the effective date of annexation to that portion of the annexation area located north of Interstate 40 and will be provided to the area south of Interstate 40 when the level of development economically justifies installation.

Street Name Signs

Street name signs have been provided to the annexation areas.

James Mills
Planning Director

**CONSIDER APPROVAL OF
CONTRACT FOR ACTUARIAL
SERVICES**

MEMORANDUM

TO: City Council
City Manager

FROM: Michael Davidson, Finance Director *MTD*

DATE: January 25, 2007

RE: Actuarial Evaluation / Other Postemployment Benefits

The Governmental Accounting Standards Board (GASB) implemented GASB Statement 45 on Other Postemployment Benefits. This standard requires us to assess the city's liability for postemployment benefits and recognize this liability in our financial statements. GASB 45 essentially states that postemployment benefits are earned and future benefit obligations accrue to individuals during their employment. These future benefits and the associated liability must be recognized and funded on a prospective basis. GASB 45 requires that we engage an actuary to determine our OPEB cost and the required contribution to fund the OPEB.

I recently met with a representative from Bryan, Pendleton, Swats and McAllister, LLC. This actuarial firm has extensive experience in providing actuarial services for governments throughout the state including the Tennessee Consolidated Retirement System. This firm will provide an actuarial valuation including recommendations of plan changes that could impact our OPEB liability. The cost for their services is based on their hourly rates but is not to exceed \$12,000. I have attached their proposal for your review.

If you have any questions please stop by my office or you can reach me at 520-5292.

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Councilman Anderson made a motion, seconded by Vice-Mayor Davis, to approve the contract with Bryan, Pendleton, Swats and McAllister, LLC in the amount not to exceed \$12,000.00. Upon call for a vote, the following voted aye:

Mayor Sam Sallee
Vice-Mayor Jean Davis
Councilman Alma Anderson
Councilman Ryan Williams

ABSENT: Councilman Ricky Shelton

The City Clerk announced that the motion carried.

**CONSIDER AWARDING BIDS FOR
TRANSFORMERS, FLOODLIGHTS,
LUMINAIRES – ELECTRIC DEPT.
& UTILITY TRUCKS – ELECTRIC,
CUSTOMER SERVICE, GAS &
PUBLIC WORKS DEPTS.**

**CITY OF COOKEVILLE
ELECTRIC DEPT.
BID TABULATION SCHEDULE
BID NOTICE # 07010801**

DATE OF BID OPENING: 1/22/2007
BIDS OPENED BY: Glenn Greenwood
BIDS WITNESSED BY: John Brewington
DEPARTMENT: Electric
TIME: 2:00 PM CST

BIDDERS	QTY	15 Kva Csp Transformer 16 evaluate cost	25 Kva Csp Transformer 16 evaluate cost	75 Kva Pad Transformer 2 evaluate cost	100 Kva Pad Transformer 2 evaluate cost
Harris Electric		\$ 859.00 \$ 13,744.00	\$ 1,066.00 \$ 17,056.00	No Bid	\$ 3,069.00 \$ 6,138.00
Power Supply (Howard)		\$ 14,384.00	\$ 20,048.00	\$ 6,257.00 \$ 12,514.00	\$ 9,067.18 \$ 3,488.00
Power Supply (Ermco)		\$ 860.00 \$ 13,760.00	\$ 1,137.00 \$ 18,192.00	\$ 1,789.25 \$ 6,138.00	\$ 8,746.50 \$ 6,976.00
HD Utilities		\$ 1,062.00 \$ 16,992.00	\$ 1,384.00 \$ 22,144.00	\$ 2,076.06 \$ 15,352.00	\$ 10,295.71 \$ 11,752.00
Deco		\$ 591.00 \$ 9,456.00	\$ 785.00 \$ 12,560.00	\$ 5,514.00 \$ 11,028.00	\$ 2,298.00 \$ 4,596.00
Stuart Irby		\$ 1,071.45 \$ 17,143.20	\$ 1,349.90 \$ 21,598.40	\$ 6,173.20 \$ 12,346.40	\$ 3,156.16 \$ 6,312.32

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM Deco
BE AWARDED FOR THE FOLLOWING REASON: low evaluated bid meeting specs.

RECOMMENDED: DEPT. HEAD  APPROVAL: CITY MANAGER 

**CITY OF COOKEVILLE
ELECTRIC DEPT.
BID TABULATION SCHEDULE
BID NOTICE # 07011002**

DATE OF BID OPENING: 1/22/2007
BIDS OPENED BY: Glenn Greenwood
BIDS WITNESSED BY: John Brewington
DEPARTMENT: Electric
TIME: 2:30 PM CST

BIDDERS	QTY	37.5 Kva Csp Transformer 16 evaluated cost
Wesco		\$ 1,461.00 \$ 23,376.00
Power Supply (Ermco)		\$ 1,488.00 \$ 23,808.00
Power Supply (Howard)		\$ 1,792.00 \$ 28,672.00
Harris Supply		\$ 1,379.00 \$ 22,064.00
Stuart Irby		\$ 1,767.96 \$ 28,287.36
Deco		\$ 1,050.00 \$ 16,800.00

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM Deco
BE AWARDED FOR THE FOLLOWING REASON: low evaluated bid meeting specs.

RECOMMENDED: DEPT. HEAD  APPROVAL: CITY MANAGER 

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Vice-Mayor Davis made a motion, seconded by Councilman Anderson, to award the transformer, floodlight, luminaire & utility truck bids as recommended. Upon call for a vote, the following voted aye:

Mayor Sam Sallee
Vice-Mayor Jean Davis
Councilman Alma Anderson
Councilman Ryan Williams

ABSENT: Councilman Ricky Shelton

The City Clerk announced that the motion carried.

HEARING FROM OFFICERS, COUNCILMEN & CITY MANAGER:

**ANNOUNCE STEERING
COMMITTEE**

Memo

To: Jim Shipley, City Manager
From: Rick Woods, Director
CC:
Date: 2/1/2007
Re: Dogwood Park Expansion Steering Committee Appointments

The following individuals have been appointed to the Master Plan Steering Committee for the Dogwood Park Expansion.

Susan Capron
Albert Wilhelm
Jessica Neary
Walt Carlen
Shannon Shelton
Mark Bailey
Abby Williams
Larry Taylor
Jackie Borden
David Maxwell
Judy Titsworth
Diane Duncan
Bill Ray
Bill Pardue
Donna Simpson

Lose and Associates, an architectural, engineering, and planning firm specializing in park planning and development, has been contracted to create a park master plan of the Midtown Plaza property the city recently acquired. That planning process will begin next week and will take approximately four months to complete. This steering committee will meet with the planning firm to submit development ideas and provide feedback throughout the process. In addition, public meetings will be held to receive suggestions and comments during the planning process.

There will be a public input meeting to accept comments and ideas for the park on Thursday, February 8, at 5:00 p.m. in the Community Meeting Room of the City Municipal Building. We encourage anyone interested in the Dogwood Park expansion to attend.

HEARING OF CITIZENS AND/OR DELEGATIONS:

Mayor Sallee announced a public meeting will be held on Thursday, February 8th at 3:00 p.m. in Cookeville City Hall to discuss the Broad & 1st Street Project & TML District 4 meeting will be held on Friday, February 23rd at 10:00 a.m. in the Leslie Town Centre.

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There being no further business to discuss, Mayor Sallee made a motion, seconded by Councilman Anderson, to adjourn the meeting at 6:25 p.m. Upon call for a vote, the following voted aye:

Mayor Sam Sallee
Vice-Mayor Jean Davis
Councilman Alma Anderson
Councilman Ryan Williams

ABSENT: Councilman Ricky Shelton

The City Clerk announced that the motion carried.

Sam Sallee, Mayor

ATTEST:

Cathy McClain, City Clerk