

**COOKEVILLE CITY COUNCIL  
REGULAR MEETING  
OCTOBER 16, 2008  
6:00 P.M.**

The Council of the City of Cookeville met in regular session on Thursday, October 16, 2008, at 6:00 p.m., in the Municipal Building, 45 East Broad 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 Ricky Shelton  
Councilman Ryan Williams

Also present: Jim Shipley, City Manager; Cathy McClain, City Clerk; and Dan Rader, City Attorney.

**CONSIDER APPROVAL OF  
AGENDA AS PRESENTED**

Councilman Anderson made a motion, seconded by Councilman Williams, to approve the agenda as submitted. Upon call for a vote, the following voted aye:

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

The City Clerk announced that the motion carried.

**OLD BUSINESS:**

**CONSIDER APPROVAL OF  
MINUTES OF COUNCIL  
MEETING HELD ON  
OCTOBER 2, 2008**

Councilman Shelton made a motion to dispense with reading 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 Ricky Shelton  
Councilman Ryan Williams

The City Clerk announced that the motion carried.

**CONSIDER ON SECOND AND FINAL  
READING ORDINANCE #008-09-16,  
CLOSURE & ABANDONMENT  
OF A PORTION OF AN ALLEY  
BEHIND ST. MICHAEL'S  
EPISCOPAL CHURCH  
LOCATION BETWEEN EAST  
6<sup>TH</sup> & 7<sup>TH</sup> STREETS**

**COOKEVILLE CITY COUNCIL  
MINUTES  
OCTOBER 16, 2008**

Vice-Mayor Davis made a motion, seconded by Councilman Shelton, to approve on second and final reading Ordinance #O08-09-16.

Mr. Brian Horne, of St. Michael's Episcopal Church, requested the Council use funds to upgrade the alley.

Upon call for a vote, the following voted aye:

Mayor Sam Sallee  
Vice-Mayor Jean Davis  
Councilman Ricky Shelton  
Councilman Ryan Williams

ABSTAINED: Councilman Alma Anderson

The City Clerk announced that the motion carried.

**CONSIDER ON SECOND AND FINAL  
READING ORDINANCE #O08-09-17,  
HISTORIC OVERLAY  
ZONING FOR 105, 115, 204,  
207, 210, 215, 360, 368 & 371  
CHERRY AVENUE, 206 &  
216 HOLLY AVENUE &  
115, 125, 127 EAST  
FOURTH STREET**

Councilman Anderson made a motion, seconded by Vice-Mayor Davis, to approve on second and final reading Ordinance #O08-09-17. Upon call for a vote, the following voted aye:

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

The City Clerk announced that the motion carried.

**CONSIDER ON SECOND AND FINAL  
READING ORDINANCE #O08-09-18,  
REZONING A PORTION OF  
929 WEST JACKSON STREET  
FROM RD (SINGLE-FAMILY  
& DUPLEX RESIDENTIAL) TO  
CL (LOCAL COMMERCIAL)**

Councilman Williams made a motion, seconded by Councilman Anderson, to approve on second and final reading Ordinance #O08-09-18. Upon call for a vote, the following voted aye:

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

The City Clerk announced that the motion carried.

**COOKEVILLE CITY COUNCIL  
MINUTES  
OCTOBER 16, 2008**

**NEW BUSINESS:**

**CONSIDER APPROVAL OF  
ACQUISITION OF PROPERTIES  
AT 125 WEST 6<sup>TH</sup> STREET, 520  
NORTH WHITNEY AVENUE  
AND PROCEED WITH  
CONDEMNATION  
PROCEEDINGS ON 520  
NORTH WHITNEY AVENUE**



September 26, 2008

Jim Shiple  
City Manager  
City of Cookeville  
45 East Broad Street  
Cookeville, TN 38501

Dear Jim:

The hospital Board of Trustees approved the purchase of property located at 125 West 6<sup>th</sup> Street and 520 North Whitney Avenue. They are also requesting the council to proceed with condemnation of property located at 520 North Whitney. The total purchase price is \$295,000 and will be purchased with cash reserves.

The property is located within the Medical District and will be used by CRMC for parking. Please add this to the October 16, 2008 City Council Agenda for approval.

If you have any questions, please contact me at any time.

Sincerely,

Paul Korth  
Chief Financial Officer

Councilman Anderson made a motion, seconded by Councilman Williams, to approve the purchase of properties & condemnation proceedings for CRMC as requested. Upon call for a vote, the following voted aye:

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

The City Clerk announced that the motion carried.

**CONSIDER RESOLUTION #R08-10-24,  
AMENDING THE PERSONNEL  
POLICIES & PROCEDURES  
MANUAL RELATIVE TO  
IDENTITY THEFT POLICY**

**COOKEVILLE CITY COUNCIL  
MINUTES  
OCTOBER 16, 2008**



Human Resource Department  
PO Box 998 • 45 E Broad St. • Cookeville, TN 38503

To: City Council Members  
From: Jim Burchett, Human Resources Director *[Signature]*  
Date: October 13, 2008  
Re: Identity Theft Policy

In response to the growing threat of identity theft, the United States Congress passed the Fair and Accurate Credit Transactions Act of 2003 (FACT Act). This Act charged the Federal Trade Commission with promulgating rules regarding identity theft. In November, 2007, the FTC issued the final rules known as the "red flag" rules. All municipal utilities are explicitly covered under the rules therefore requiring us to have a written identity theft prevention program designed to detect, prevent and mitigate identity theft.

Attached is the City of Cookeville Identity Theft Policy to bring us in compliance with the Federal law. The policy will help protect our customers, employees and contractors as well as the City itself from damages related to the loss or misuse of sensitive personal information. We recommend your approval of the policy as an amendment to the City's Personnel Policies and Procedures Manual.

Vice-Mayor Davis made a motion, seconded by Councilman Anderson, to adopt Resolution #R08-10-24. Upon call for a vote, the following voted aye:

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

The City Clerk announced that the motion carried.

**CONSIDER AWARDED BIDS  
FOR TRANSFORMERS &  
CABLE – ELECTRIC DEPT.**

**CITY OF COOKEVILLE  
ELECTRIC DEPT.  
BID TABULATION SCHEDULE  
BID NOTICE # 08091801**

DATE OF BID OPENING: 10-2-2008 TIME: 2:00 PM CST  
BIDS OPENED BY: Glenn Greenwood  
BIDS WITNESSED BY: John Brewington  
DEPARTMENT: Electric

BIDDERS	QTY	112.5 Kva Pad Transformer	evaluated cost						
HD Utilities		\$ 6,960.00							
		\$ 20,880.00	\$ 10,171.61						
<b>Power Supply</b>		<b>\$ 6,065.00</b>							
		<b>\$ 18,195.00</b>	<b>\$ 9,400.92</b>						
Stuart Irby		\$ 8,183.00							
		\$ 24,549.00	\$ 11,951.50						
Deco		\$ 5,776.00							
		\$ 17,328.00	\$ 26,432.07						
Wesco		\$ 7,480.00							
		\$ 22,440.00	\$ 11,578.23						
Utilicor		\$ 6,184.00							
		\$ 18,552.00	\$ 9,775.90						

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM Power Supply  
BE AWARDED FOR THE FOLLOWING REASON: low evaluated bid meeting specs.  
*[Signature]* RECOMMENDED: DEPT. HEAD *[Signature]* APPROVAL: CITY MANAGER

**COOKEVILLE CITY COUNCIL  
MINUTES  
OCTOBER 16, 2008**

**CITY OF COOKEVILLE  
ELECTRIC DEPT.  
BID TABULATION SCHEDULE  
BID NOTICE # 08091701**

DATE OF BID OPENING: 9-24-2008  
 BIDS OPENED BY: Glenn Greenwood  
 BIDS WITNESSED BY: John Brewington  
 DEPARTMENT: Electric

TIME: 2:00 PM CST

BIDDERS	QTY	1/0 Underground Primary Cable 10,000'						
POWER SUPPLY		\$2.14/FT \$ 21,400.00						
WESCO		\$2.27/FT \$ 22,700.00						
STUART IRBY		\$2.45/FT \$ 24,500.00						

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

RECOMMENDED: DEPT. HEAD APPROVAL: CITY MANAGER

Councilman Williams made a motion, seconded by Councilman Anderson, to award the Electric Department bids as recommended. Upon call for a vote, the following voted aye:

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

The City Clerk announced that the motion carried.

**HEARING OF CITIZENS AND/OR DELEGATIONS:**

Mayor Sallee recognized the attendance of Dr. Earl Hutchison & his TTU Advanced Journalism Class.

There being no further business to discuss, Vice-Mayor Davis made a motion, seconded by Councilman Anderson, to adjourn the meeting at 6:20 p.m. Upon call for a vote, the following voted aye:

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

The City Clerk announced that the motion carried.

Sam Sallee, Mayor

ATTEST:

Cathy McClain, City Clerk