

**COOKEVILLE CITY COUNCIL
REGULAR MEETING
AUGUST 18, 2011
5:30 P.M.**

The Council of the City of Cookeville met in regular session on Thursday, August 18, 2011, at 5:30 p.m., in the Municipal Building, 45 East Broad Street. Mayor Swallows called for a moment of silent prayer, and led the audience in the Pledge of Allegiance. Mayor Swallows then called the meeting to order and asked the Clerk to call the roll. Present and answering roll call were:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Connie Albrecht
Councilman Alma Anderson
Councilman Jim Woodford

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

**CONSIDER APPROVAL OF
AGENDA AS PRESENTED**

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

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Connie Albrecht
Councilman Alma Anderson
Councilman Jim Woodford

The City Clerk announced that the motion carried.

OLD BUSINESS:

**CONSIDER APPROVAL OF
MINUTES OF COUNCIL
MEETING HELD ON
AUGUST 4, 2011**

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

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Connie Albrecht
Councilman Alma Anderson
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**CONSIDER ON SECOND AND FINAL
READING ORDINANCE #O11-07-13,
REZONING FROM RD (SINGLE
-FAMILY & DUPLEX RESIDENTIAL)
TO CL (LOCAL COMMERCIAL)
PROPERTIES LOCATED ON
WEST 7TH STREET, WEST 8TH
STREET & LAUREL AVENUE
(TAX MAP #'S 400-A-19.00, 20.00,
22.00, 23.00 & 24.00)**

**COOKEVILLE CITY COUNCIL
MINUTES
AUGUST 18, 2011**

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve on second and final reading Ordinance #O11-07-13. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Connie Albrecht
Councilman Alma Anderson
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**CONSIDER ON SECOND AND FINAL
READING ORDINANCE #O11-07-14,
CLOSURE AND ABANDONMENT OF
A PORTION OF AN UNDEVELOPED
ALLEY RIGHT-OF-WAY LOCATED
BETWEEN NORTH WHITNEY
AVENUE & ARMSTRONG AVENUE
AND DECLARING IT AS SURPLUS**

Councilman Woodford made a motion, seconded by Councilman Anderson, to approve on second and final reading Ordinance #O11-07-14 – closing, abandoning & declaring as surplus per ordinance. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Connie Albrecht
Councilman Alma Anderson
Councilman Jim Woodford

The City Clerk announced that the motion carried.

CONSENT AGENDA:

**RECEIVE A LETTER OF
APPROVAL FROM THE
STATE OF TENNESSEE
COMPTROLLER OF THE
TREASURY TO ISSUE
THREE-YEAR CAPITAL
OUTLAY NOTES NOT-TO-
EXCEED \$500,000 (GENERAL
OBLIGATION CAPITAL
OUTLAY NOTES, SERIES
2011)**

**CONSIDER AWARDED BID FOR
VEHICLE SERVICING – ALL
DEPARTMENTS**

**COOKEVILLE CITY COUNCIL
MINUTES
AUGUST 18, 2011**

**CITY OF COOKEVILLE
BID TABULATION SCHEDULE
VEHICLE SERVICING (1 YEAR)**

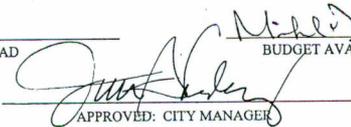
DATE OF BID OPENING: AUGUST 15, 2011 TIME: 10:00 A.M.
BIDS OPENED BY: CATHY MCCLAIN, CITY CLERK
BIDS WITNESSED BY: KIM HENDERSON
DEPARTMENT: ALL DEPARTMENTS

<u>BIDDERS</u>							
XPRESS LUBE	\$19.95						
CLEAN-CARE AUTOCARE	\$21.75						
EXPRESS OIL CHANGE & SERVICE CENTER	\$30.99						

WE, THE UNDERSIGNED, DO HEREBY RECOMMEND THE BID FROM: XPRESS LUBE
BE AWARDED FOR THE FOLLOWING REASON: LOW BIDDER MEETING SPECIFICATIONS.


RECOMMENDED: DEPARTMENT HEAD


BUDGET AVAILABILITY: FINANCE DIRECTOR


APPROVED: CITY MANAGER

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

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Connie Albrecht
Councilman Alma Anderson
Councilman Jim Woodford

The City Clerk announced that the motion carried.

NEW BUSINESS:

**CONSIDER ON FIRST READING
ORDINANCE #O11-08-15,
AMENDING TITLE 1, CHAPTER
3, SECTIONS 1-302 & 1-303,
RELATIVE TO PUBLIC
RECORDS**

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve on first reading Ordinance #O11-08-15. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Connie Albrecht
Councilman Alma Anderson
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**CONSIDER RESOLUTION
#R11-08-10, AMENDING
THE PERSONNEL POLICIES
AND PROCEDURES MANUAL**

**COOKEVILLE CITY COUNCIL
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Councilman Anderson made a motion, seconded by Councilman Albrecht, to adopt Resolution #R11-08-10. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Connie Albrecht
Councilman Alma Anderson
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**CONSIDER APPROVAL OF
2011 WELLNESS SCREENING
PROGRAM AGREEMENT**

Gail Fowler, Human Resources Director, gave the following report:

WELLNESS SCREENING

- The following services will be offered at the Wellness Screening:
- Height and weight No cost
- Pulse No cost
- Blood Pressure No cost
- BMI No cost
- Complete Chemistry Profile \$15.00
- Lipid Profile \$15.00
- TB Skin Test and follow-up \$10.00
- Prostate Specific Antigen (PSA) Males 40/over \$15.00
- Flu Vaccine (will include H1N1 vaccine) \$15.00
- Digital Mammograms \$115.00
- The services will be provided as a health screening and are not to be considered diagnostic.

OPTIONAL SCREENINGS

- Additional services that may be offered at the Wellness Screening event at the employee's/spouse's expense are:
- Thyroid Panel \$40.00
- Vitamin D Level \$50.00
- Blood Type & Rh factor \$15.00
- Hemoglobin A1c (this test is for diagnosed diabetics) \$15.00
- Complete Blood Count \$10.00
- Bone Density Screening \$10.00
- Vascular Screenings
- Stroke/Carotid Artery Screening \$45.00
- Abdominal Aneurysm Screening \$45.00
- Peripheral Arterial Disease Screening \$58.00
- Complete Vascular Package \$125.00
(includes all 3 screenings)

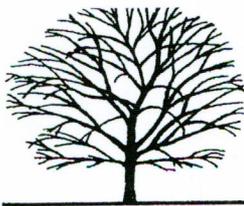
Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the 2011 Wellness Screening Program Agreement as requested. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Connie Albrecht
Councilman Alma Anderson
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**CONSIDER APPOINTMENTS TO
THE COOKEVILLE TREE BOARD**

**COOKEVILLE CITY COUNCIL
MINUTES
AUGUST 18, 2011**



**COOKEVILLE
TREE BOARD**

Cookeville City Council
45 East Broad Street
Cookeville, Tn. 38501

Dear Mayor Swallows:

The Cookeville Tree Board has three appointed seats now open. Two of those seats (Anne Jared Lewald and Rosemary Ponte) just expired this month. The third seat, held by Marti Foster, expired before I came on the board. Marti and her husband have since moved outside of Cookeville city limits. Marti has faithfully continued to serve on the Tree Board as a volunteer, non-voting advisor. Her professionalism and enthusiasm continue to be both beneficial and helpful to the Board.

If approved, Rosemary Ponte has agreed and would prefer to continue with a second term. The Tree Board is also recommending MaryDell Sommers as a new member to fill the vacant position held by Ann Lewald. This will still leave one open seat.

On behalf of the Cookeville Tree Board, I would appreciate the City Council's consideration of these two candidates. I would also ask that if the City Council knows a qualified person they would like to recommend, please contact me. I can be reached at 349-7258 if there are further questions. Below are the addresses of the two recommended candidates.

Rosemary Ponte
855 Hillside Drive
Cookeville, Tn 38501

MaryDell Sommers
3534 Tolbert Drive
Cookeville, Tn 38501

Sincerely,

Mike Witt
Cookeville Tree Board Chairman

8-18-11

Vice-Mayor Epps made a motion, seconded by Councilman Anderson, to reappoint Rosemary Ponte & appoint MaryDell Sommers to the Cookeville Tree Board as recommended. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Connie Albrecht
Councilman Alma Anderson
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**CONSIDER REAPPOINTMENTS
TO THE ALCOHOLIC
BEVERAGE CONTROL BOARD**

MEMORANDUM

TO: Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Connie Albrecht
Councilman Alma Anderson
Councilman Jim Woodford

FROM: Cathy McClain, CMC, City Clerk

DATE: August 15, 2011

RE: Vacancies on the Alcoholic Beverage Control Board

We have two vacancies on the Alcoholic Beverage Control Board. Beth Brown & Roger Colglazier have agreed to serve another four (4) year term. It is my recommendation to reappoint Beth Brown & Roger Colglazier. If you have any questions, please give me a call at 520-5246.

Thank you for your attention to this matter.

**COOKEVILLE CITY COUNCIL
MINUTES
AUGUST 18, 2011**

**CITY OF COOKEVILLE
BID TABULATION RECORD
AUTOMATED SIDE LOADING GARBAGE TRUCK**

DEPARTMENT Public Works
BIDS OPENED BY: Greg Brown
OPENING WITNESSED BY: Tom Dyer

DATE OF BID OPENING: August 9, 2011
TIME OF BID OPENING: 10:00 am

BIDDERS	BID AMOUNT	TYPE	DELIVERY
STRINGFELLOW, INC.	\$239,994.00	2012 MACK LEU613	90-120 DAYS
MCNEILUS	BID WAS NOT DELIVERED ON TIME		
CMI EQUIPMENT	NO BID		

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM STRINGFELLOW, INC.

BE AWARDED FOR THE FOLLOWING REASON: GOOD BID


RECOMMENDED: DEPT. DIRECTOR


BUDGET AVAILABILITY: FINANCE DIRECTOR


APPROVAL: CITY MANAGER

Councilman Woodford made a motion, seconded by Councilman Anderson, to award the garbage truck bid as recommended. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Connie Albrecht
Councilman Alma Anderson
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**CONSIDER APPROVAL OF
PURCHASE OF THREE (3)
2011 COMPACT WORK
TRUCKS – CUSTOMER
SERVICE DEPARTMENT**

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the purchase of three (3) 2011 Ranger compact work trucks for \$15,765.00 each from Edd Rogers Valley Ford (council approved previous bid of 3-24-11 & honored for additional purchase) as recommended. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Connie Albrecht
Councilman Alma Anderson
Councilman Jim Woodford

The City Clerk announced that the motion carried.

HEARING OF CITIZENS AND/OR DELEGATIONS:

Mayor Swallows recognized Aaron Wilson of Boy Scouts of America Troop 72 & Cora Wilson of American Heritage Girls Troop TN 0226 - both working on their Citizenship Badges.

**COOKEVILLE CITY COUNCIL
MINUTES
AUGUST 18, 2011**

There being no further business to discuss, Councilman Albrecht made a motion, seconded by Councilman Anderson, to adjourn the meeting at 5:55 p.m. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Vice-Mayor Larry Epps
Councilman Connie Albrecht
Councilman Alma Anderson
Councilman Jim Woodford

The City Clerk announced that the motion carried.

Matt Swallows, Mayor

ATTEST:

Cathy McClain, City Clerk