

**COOKEVILLE CITY COUNCIL
REGULAR MEETING
MAY 17, 2012
5:30 P.M.**

The Council of the City of Cookeville met in regular session on Thursday, May 17, 2012, at 5:30 p.m., in the Municipal Building, 45 East Broad Street. Mayor Swallows called for a moment of silent prayer, and ask the Student Council of Avery Trace School (Alma Anderson's school) to lead 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**

City Manager Jim Shipley requested to add item #10 – consider approval of repair of brush truck – Public Works Dept. and item #11 – Receive grant from Firehouse Subs – Fire Dept.

Councilman Anderson made a motion, seconded by Councilman Woodford, to add items 10 & 11 and to approve the agenda as amended. 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.

**RECOGNITION OF SEVEN (7)
NEW CITY OF COOKEVILLE
ENERGY LEADERS &
PRESENTATION OF
CERTIFICATES**

Councilman Albrecht presented certificates to the following:

- ♦ Tracy Johnson – Administration, Gen. Department
- ♦ Corey Albers – Electric Department
- ♦ Regan Austin – Leisure Services/Facilities Department
- ♦ Jude Hodupp – Gas Department
- ♦ Marie Donlon – Police Department
- ♦ John Buford – Water Quality Control Department
- Paul Parrish – Fire Dept.*

**RECEIVE UPDATE ON
COOKEVILLE UNPLUGGED
PROGRAM**

**COOKEVILLE CITY COUNCIL
MINUTES
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Tony Peek, Electric Dept. Director, reported the following (savings \$75,000 per year):

- EPRI LED Pilot
- LED Grant Project
- Cookeville Water Plant
- Leisure Services Rec Center
- Cookeville Electric Dept
- Lunch and Learn Series
- On-Line Energy Audit Challenge
- October 2010 vs October 2011
- Energy Efficiency Recommendations

OCTOBER 2010 VS. OCTOBER 2011

- We began Cookeville Unplugged in first quarter 2011
- TVA conducted a comprehensive review of kWh usage on our 22 buildings for the month of October 2010 vs 2011
- Analysis took cooling and heating degree days into account and demand charges on our top 5 electricity usage bldgs
- All facilities, except two, had a reduction in energy usage
- In summary, total energy usage was reduced by 44,629 kWh or 31 KILOWATTS = **\$4, 774.62** for just one month!

- ◆ City submitted a TN Clean Energy Grant for \$250,000 matching funds to install a new HVAC system at City Hall (no word on award yet)
- ◆ Shut down Procedures were establish for all 22 City facilities
- ◆ The 'City of Cookeville Unplugged' website was established



**COOKEVILLE CITY COUNCIL
MINUTES
MAY 17, 2012**

OLD BUSINESS:

**CONSIDER APPROVAL OF
MINUTES OF COUNCIL
MEETING HELD ON
MAY 3, 2012**

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
#O12-04-04, AMENDMENTS
TO THE OFFICIAL STREET
MAP**

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve on second and final reading Ordinance #O12-04-04. 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 APPROVAL OF
COOKEVILLE UNPLUGGED
ENERGY EFFICIENCY
RECOMMENDATIONS**

1. All facilities should insulate (wrap) water heaters
2. All facilities should use CFL or LED bulbs where possible
3. Daily, weekend and holiday shut-down procedures should be followed by each department/facility
4. All new construction/remodeling decisions should be made with maximum energy efficiency in mind
5. New HVAC purchases should require energy efficiency measures in bid specs – to include pay back calculations
6. Motion sensing light switches should be installed in all kitchens, restrooms and meeting rooms
7. Establish standard thermostat settings for HVAC and water heaters where possible
8. All facilities should caulk, seal and weather strip all areas possible
9. City should consider other efficiency measures such as water usage, e-waste, motor oil waste, recycling practices and vehicle purchases
10. City should establish an Energy Efficiency Manual with standards for procurement on items such as light bulbs, computers, power strips, etc.

**COOKEVILLE CITY COUNCIL
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Councilman Anderson made a motion, seconded by Councilman Albrecht, to approve the Cookeville Unplugged Energy Efficiency recommendations 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.

**HOLD A PUBLIC HEARING AND
CONSIDER ON FIRST READING
ORDINANCE #O12-05-07,
AMENDING THE BUDGETS FOR
THE VARIOUS FUNDS/DEPTS.
OF THE CITY OF COOKEVILLE,
TN, FOR THE FISCAL YEAR
ENDED 6-30-12**

Mike Davidson, Finance Director, gave a detailed report.

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve on first reading Ordinance #O12-05-07. 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 AWARDING BID FOR
THE CONSTRUCTION OF 7TH
STREET IMPROVEMENTS –
PUBLIC WORKS DEPT.**

CITY OF COOKEVILLE
BID TABULATION RECORD
7TH STREET IMPROVEMENTS - PHASE 2

DEPARTMENT: Public Works
BIDS OPENED BY: Greg Brown
OPENING WITNESSED BY: Tracy Meggs

DATE OF BID OPENING: May 11, 2012
TIME OF BID OPENING: 2:00 p.m.

BIDDERS	ROAD IMPROVEMENTS	SANITARY SEWER	TOTAL PROJECT BID
ELK MOUNTAIN CONSTRUCTION	\$314,079.00	\$54,190.00	\$368,269.00
HIGHWAYS, INC	\$352,791.00	\$61,000.00	\$413,791.00
J & S CONSTRUCTION	\$618,379.30	\$133,200.00	\$751,579.30
LOJAC ENTERPRISES	NO BID	NO BID	NO BID

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM ELK MOUNTAIN CONSTRUCTION CO

BE AWARDED FOR THE FOLLOWING REASON: LOW BIDDER

Greg Brown
RECOMMENDED: DEPT. DIRECTOR

Mike Davidson
BUDGET AVAILABILITY: FINANCE DIRECTOR

Jim Woodford
APPROVAL: CITY MANAGER

**COOKEVILLE CITY COUNCIL
MINUTES
MAY 17, 2012**

Councilman Anderson made a motion, seconded by Councilman Woodford, to award the construction of 7th Street Improvement 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

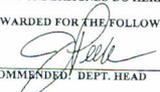
The City Clerk announced that the motion carried.

**CONSIDER AWARDING BID FOR
ADDITION TO THE ELECTRIC
DEPARTMENT FACILITY
TRUCK BAY**

**CITY OF COOKEVILLE
ELECTRIC DEPT.
BID TABULATION SCHEDULE
BID NOTICE # 12040301**

DATE OF BID OPENING: 4-26-2012
BIDS OPENED BY: Morris Mabry
BIDS WITNESSED BY: Glenn Greenwood, Scottie Roberts, Allison Moore
DEPARTMENT: Electric
TIME: 2:00 PM CST

BIDDERS	QTY	2000 sq. ft. addition to Electric Dept. Truck Bay							
Thatcher Sales		\$108,600.00							
Norrod Builders		\$99,312.00							
Johnson Builders		\$115,900.00							
J. Cumby Inc.		\$111,500.00							
Plateau Construction		\$85,742.00							
J & S Construction		\$122,845.00							

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM Plateau Construction
BE AWARDED FOR THE FOLLOWING REASON: low evaluated bid meeting specs.
 RECOMMENDED, DEPT. HEAD
 APPROVAL: CITY MANAGER

Councilman Anderson made a motion, seconded by Councilman Woodford, to award the truck bay 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
REPAIR OF BRUSH TRUCK
- PUBLIC WORKS DEPT.**

- Brush truck involved in an accident on January 27, 2012
- Insurance totaled the truck and paid the city \$18,399
- City bought back truck for \$1,601.
- Cost to repair transmission is \$10,300

**COOKEVILLE CITY COUNCIL
MINUTES
MAY 17, 2012**

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the repair to the brush truck 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.

**RECEIVE GRANT FROM
FIREHOUSE SUBS – FIRE
DEPT.**

Roger Fuqua, Fire Chief, proudly announced that the Cookeville Fire Department received a grant of \$13,050.00 from Firehouse Subs of Cookeville, TN to purchase a 2012 Polaris Ranger (off road vehicle)!!!

Councilman Anderson made a motion, seconded by Councilman Albrecht, to accept the \$13,050.00 grant from Firehouse Subs of Cookeville, TN 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.

HEARING OF CITIZENS AND/OR DELEGATIONS:

No one spoke at this time.

There being no further business to discuss, Councilman Albrecht made a motion, seconded by Councilman Anderson, to adjourn the meeting at 6:08 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