

**COOKEVILLE CITY COUNCIL  
REGULAR MEETING  
JUNE 6, 2013  
5:30 P.M.**

The Council of the City of Cookeville met in regular session on Thursday, June 6, 2013, 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 Alma Anderson  
Councilman Connie Albrecht  
Councilman Jim Woodford

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

**CONSIDER APPROVAL OF  
AGENDA AS PRESENTED**

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

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

The City Clerk announced that the motion carried.

**OLD BUSINESS:**

**CONSIDER APPROVAL OF  
MINUTES OF COUNCIL  
MEETING HELD ON  
MAY 16, 2013**

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 Alma Anderson  
Councilman Connie Albrecht  
Councilman Jim Woodford

The City Clerk announced that the motion carried.

**HOLD A PUBLIC HEARING AND  
CONSIDER ON SECOND AND  
FINAL READING ORDINANCE  
#O13-05-09, AMENDING THE  
BUDGETS OF THE VARIOUS  
FUNDS/DEPARTMENTS OF  
THE CITY OF COOKEVILLE,  
TN, FOR THE FISCAL YEAR  
ENDED JUNE 30, 2013**

**COOKEVILLE CITY COUNCIL  
MINUTES  
JUNE 6, 2013**

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve on second and final reading Ordinance #O13-05-09. Upon call for a vote, the following voted aye:

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

The City Clerk announced that the motion carried.

**NEW BUSINESS:**

**CONSIDER APPOINTMENT OF  
CITY ATTORNEY FOR A TWO  
(2) YEAR TERM**

Councilman Anderson made a motion, seconded by Councilman Woodford, to appoint Daniel H. Rader, III as City Attorney for a two (2) year term, effective July 1, 2013, and to authorize Mr. Rader to enlist the assistance of other attorneys in his law firm (Moore, Rader, Clift & Fitzpatrick) to serve as assistant city attorneys on an as needed basis with the approval of the City Manager. Upon call for a vote, the following voted aye:

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

The City Clerk announced that the motion carried.

**CONSIDER APPOINTMENT OF  
CITY JUDGE FOR A TWO (2)  
YEAR TERM**

Councilman Woodford made a motion, seconded by Councilman Anderson, to appoint David W. Ledbetter as City Judge & Joy Gothard as substitute City Judge to serve due to illness, recusal, or other absence of the City Judge for two (2) year terms, effective July 1, 2013. Upon call for a vote, the following voted aye:

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

The City Clerk announced that the motion carried.

**CONSIDER APPROVAL OF  
AUDIT CONTRACT FOR  
YEARS ENDING 2013,  
2014 & 2015**

**COOKEVILLE CITY COUNCIL  
MINUTES  
JUNE 6, 2013**

**MEMORANDUM**

**TO:** City Council  
City Manager, Jim Shipley

**FROM:** Michael Davidson, Finance Director *MTD*

**DATE:** May 30, 2013

**RE:** Audit Contract for FY 2013, 2014 and 2015

The City is required to contract with an independent public accountant to perform an audit of the records of all city departments and divisions. I have discussed the renewal of the city's audit contract with Duncan, Wheeler & Wilkerson, P.C. Duncan, Wheeler & Wilkerson has agreed to perform the audit of the City's financial statements for a period of three years beginning with the Fiscal Year 2013 audit. At the June 6<sup>th</sup> 2013 council meeting I will request your approval to enter into the 3 year audit contract with Duncan, Wheeler & Wilkerson. The fee for their audit services will be \$39,000 for the FY 2013 audit and \$40,000 for the FY 2014 and FY 2015 audits. If you have any questions please give me a call at 520-5292.

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the audit contract for three (3) years as submitted. Upon call for a vote, the following voted aye:

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

The City Clerk announced that the motion carried.

**CONSIDER AUTHORIZING THE  
CITY MANAGER TO EXECUTE  
A SEWER LINE COST-SHARE  
AGREEMENT**

**TO:** City Council  
City Manager

**FROM:** Ronnie J. Kelly *RJK*  
Director

**DATE:** May 30, 2013

**SUBJ:** Sewer Line Cost-Share Agreement

During the next City Council meeting I will be presenting a sewer line cost-sharing agreement with Rodney Jones. Mr. Jones is developing a lot on South Elm Street and has requested that our department share in the cost to extend the sewer infrastructure up to and beyond his property. I have included a copy of this agreement for your review and will discuss the details during the Council meeting.

If you have any questions concerning this matter please give me a call.

**COST SHARE CONTRACT HIGHLIGHTS**

- City Ordinance Sect. 18-208 allows Cost Share Projects
- Developer responsible for all property acquisition, construction and maintenance until accepted by City.
- City responsible for design, State approval, and tree removal required for construction.
- City will pay Developer \$4,573.00 based on bid quantities and price schedule attached to contract.
- City to pay 90% upon completion of project.  
City to pay 10% upon notarized lien of waivers.
- Developer shall warrant facilities for one year.
- 2-Lots gain access to Sewer Service  
3-Lots gain access to Water Service

**COST SHARING PROJECT**

\$ 8,385.00 (Total Cost of Project)  
\$ 4,573.00 (City's share of Project)  
\$ 3,812.00 (Developer's Share of Project)

Parcels Served – 2 Sewer  
3 Water

COST PER PARCEL = \$2,286.50

**COMPARISON WITH RECENT CITY SEWER PROJECTS**

Buffalo Valley Road ----- \$ 8,280 / parcel  
Hillwood Subdivision ----- \$10,450 / parcel  
S. Jefferson/Twn & Cty -- \$ 8,140 / parcel  
Sheraton Court ----- \$ 4,450 / parcel  
Rachel Lane/Rhea Drive - \$ 8,613 / parcel  
Eastwood Drive ----- \$ 3,321/ parcel  
(Jason Gaw Development - \$2,867.95 / parcel)

Ed Butler Development -- \$3,227.66/parcel  
\*\* 2 Parcels served would be \$1,613.83/parcel \*\*

**COOKEVILLE CITY COUNCIL  
MINUTES  
JUNE 6, 2013**

Councilman Anderson made a motion, seconded by Councilman Woodford, to authorize the City Manager to execute the Sewer Line Cost-Share Agreement as recommended. Upon call for a vote, the following voted aye:

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

The City Clerk announced that the motion carried.

**CONSIDER APPROVAL OF  
EMERGENCY REPAIR TO  
TOWER 1 – FIRE DEPT.**



CUMBERLAND INTERNATIONAL TRUCKS INC. 1901 LEBANON PIKE - NASHVILLE, TN 37210  
Phone (615) 256-4633 - Fax (615) 255-8318

CUSTOMER COPY TAG: NONE SERVICE ORDER

BILL TO CITY OF COOKEVILLE  
P O BOX 998  
COOKEVILLE TN USA 38503  
PHONE (931) 526-9591

DATE CREATED 03/29/2013  
CUST. PO NUMBER  
UNIT NUMBER  
VIN IS9A3KLE611003017  
COST CENTER TERMS CUST. NO.  
NET30 11935  
MILES IN MILES OUT ENGINE HRS  
23,740 23,740 3,554  
CITY OF COOKEVILLE

DATE INVOICED 05/30/2013  
AUTH #  
R101038684

DTU DATE	YR	MAKE	MODEL	ENGINE SERIAL #	PMT CODE	ADVISOR
01/19/2007	2001	SUTPHEN	PLAT		FSCP	JHDeal1

JOB #1 MISC. FSCP MISC. CHARGES

CONDITION AERIAL HYDRAULICS

CAUSE

CORRECTION CHECKED UNIT FOR THE AERIAL DRIFTING WHEN RETRACTING, ALSO WAS DRIFTING ON THE LEFT AND RIGHT. DISCONNECTED THE OEM CONTROL TO ENSURE THE ISSUE WASNT IN THE PLATFORM. AFTER EXTENSIVE DIAGNOSING AND BEING IN TOUCH WITH SUTPHEN REPLACED THE EXTENT AND RETRACT HYDRAULIC CONTROL IN THE PEDISTAL. REPLACED THE HYDRAULIC LOCKS ON THE BOTTOM SIDE OF THE VALVE STACK. RUN AERIAL THROUGH THE OPERATIONS. ALL CHECKS OK. UNIT WENT BACK IN SERVICE. APPROX. 3 DAYS AFTER UNIT WENT BACK INTO SERVICE CUSTOMER CALLED AND ADVISED THE AERIAL WAS STILL POSING SEVERAL PROBLEMS. WENT TO COOKEVILLE AND PAJ THE TRUCK AND BROUGHT BACK TO NASHVILLE. AFTER BEING IN CONTACT WITH SUTPHEN AND PARKER HYDRAULICS. DIAGNOSED THE CONTROL BLOCK AT THE PEDISTAL TO BE THE PROBLEM. REPLACED THE HYDRAULIC CONTROL BLOCK AT THE PEDISTAL. UNIT CAME AS A WHOLE ASSEMBLY. NO ISSUES WERE FOUND WITH THE AERIAL DEVICE OPERATION ALL CHECKS OK. CHECKED THE A/C COMPRESSOR. COMPRESSOR LOCKED UP. ADVISED CUSTOMER OF REPAIRS NEEDED. REPLACED THE A/C COMPRESSOR AND BELT. BEFORE A/C WAS CHARGED FLUSHED LINES AND REPLACED THE EXPANSION VALVE, AND THE DRYER. A/C BLOWS COLD. REPLACED THE AERIAL STATUS INDICATOR IN THE PLATFORM. UNIT HAD A SMALL HOLE IN THE FACE AND HAD GOTTEN WATER IN THE BOX. CHECKED STATUS INDICATOR UNIT READS PROPERLY. REPLACED THE WINDSHIELD WIPER BLADES. CHECKED THE HEAD LIGHT LOW BEAMS. FOUND BOTH LOW BEAM BULBS BLOWN. REPLACED BULBS LOW BEAMS WORK PROPERLY. REPLACED THE JOY STICK CONTROL LIGHT IN THE PLATFORM. LIGHT WAS MELTED. REPLACED THE LOW COOLANT WATER LEVEL SENSOR IN THE RADIATOR TANK.

NOTE: NOTICE THAT WINDSHIELD WAS LEAKING WATER. HAD LEFT FRONT WINDSHIELD RESEALED AT NO CHARGE TO CUSTOMER.

OPTION	ACCT TO BE CHARGED	UNIT PRICE	AMOUNT
	42210-261	\$284.77	\$284.77
		\$4,274.25	\$4,274.25
		\$6,749.94	\$6,749.94
		\$4,252.26	\$4,252.26
Repair hydraulics		TOTAL	\$15,561.22

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the emergency repair to Tower 1 as recommended. Upon call for a vote, the following voted aye:

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

The City Clerk announced that the motion carried.

**CONSIDER AWARDDING BID FOR  
WEAPONS SIGHT – POLICE  
DEPARTMENT**

**COOKEVILLE CITY COUNCIL  
MINUTES  
JUNE 6, 2013**

CITY OF COOKEVILLE  
BID TABULATION SCHEDULE  
( WEAPONS SIGHT )

NOTE: WILL BE PAID FOR BY (ALL BUT APPROX.  
MONEY FROM SALE OF \$160.00)  
SEIZED WEAPONS

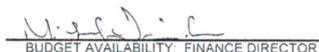
DATE OF BID OPENING: May 23rd, 2013 10:00 am  
BIDS OPENED BY: Major Evans, USD Commander  
BIDS WITNESSED BY: Cathy McClain, City Clerk; Tallas McNett, USD Assistant  
DEPARTMENT: Police

BIDDERS	Aimpoint	EOTECH		
Class III Enterprises	\$370.00		purchase 37 units	total cost - \$13,690
Accurate Law Enforcement	\$383.62			
GT Distributors, Inc	\$384.33			
Gulf States	\$385.00	\$419.00		
Hero Gear	\$392.40 late submission			

WE, THE UNDERSIGNED, DO HEREBY RECOMMEND THE BID FROM Class III Enterprises

BE AWARDED FOR THE FOLLOWING REASON: lowest bid meeting specifications

  
RECOMMENDED: DEPARTMENT HEAD

  
BUDGET AVAILABILITY: FINANCE DIRECTOR

  
APPROVAL: CITY MANAGER

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

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

The City Clerk announced that the motion carried.

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

The Council encouraged everyone to contribute to the WCTE Great TV Auction.

There being no further business to discuss, Councilman Woodford made a motion, seconded by Councilman Albrecht, to adjourn the meeting at 5:47 p.m. Upon call for a vote, the following voted aye:

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

The City Clerk announced that the motion carried.

\_\_\_\_\_  
Matt Swallows, Mayor

ATTEST:

\_\_\_\_\_  
Cathy McClain, City Clerk