COOKEVILLE CITY COUNCIL
REGULAR MEETING
JULY 18, 2013
5:30 P.M.

The Council of the City of Cookeville met in regular session on Thursday, July 18, 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 Connie Albrecht
Councilman Jim Woodford

ABSENT: Councilman Alma Anderson

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

Mayor Swallows proudly recognized the following employees for receiving the 2013 ESRI Special Achievement in GIS (SAG) Award for the innovative use of GIS Mapping Technology: City of Cookeville – Katherine Phipps, Steve Smith, Shelia Julian, Darlene League, Bruce Womack, Corey Albers, Steve Corder and Terry Clark; Randy Porter, Putnam County EMS Director and Tom Romaine, Putnam County Assessor's Office.

- We would like to recognize the Cookeville/Putnam County GIS Council for their recent accomplishment. The GIS Council is a joint effort between the City of Cookeville, 911/EMS, and Putnam County. The Council was formed to create a process to share information among the agencies, reduce data duplication and create a backup system for the GIS data.

- The local group was chosen from over 100,000- this speaks so highly of the achievement and innovation of the fine folks working in our community.

- GIS or Geographical Information System, is a mapping technology that is used across the World and is very instrumental for communities in planning and providing services, such as property boundaries, emergency services, utilities.

- The collaborative effort has been in the making for years, began in 2003- and is successful due to the dedication and hard work of all the intergovernmental departments.

- This is an excellent example of the strides that communities can make when agencies work together.

- We are so very proud of all members of this alliance, City Staff from departments including, Planning & Codes, Engineering-Public Works, Water Quality Control, Electric, Gas, Fire and Police, and our great partners within Putnam County- 911 & EMS, Property Assessor and Planning Dept.

COOKEVILLE CITY COUNCIL
MINUTES
JULY 18, 2013

CONSIDER APPROVAL OF AGENDA AS PRESENTED

Councilman Woodford made a motion, seconded by Councilman Albrecht, 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 Jim Woodford

ABSENT: Councilman Alma Anderson

The City Clerk announced that the motion carried.

OLD BUSINESS:

CONSIDER APPROVAL OF MINUTES OF COUNCIL MEETING HELD ON JUNE 20, 2013

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

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

ABSENT: Councilman Alma Anderson

The City Clerk announced that the motion carried.

NEW BUSINESS:

CONSIDER RESOLUTION #R13-07-07, AUTHORIZING THE PARTICIPATION IN THE TML RISK MANAGEMENT POOL "SAFETY PARTNERS" LOSS CONTROL MATCHING SAFETY GRANT PROGRAM

2013 "Safety Partners" Loss Control
Matching Safety Grant

- Provides 50% matching funds for the purchase of employee safety equipment and training
  - Maximum reimbursement of $2000.00

- If awarded purchases include
  - 16 hours of required OSHA training - $2000.00
  - Two Flammable Liquids Storage Cabinets - $1463.30
  - Three Emergency Eyewash Stations - $595.89
  - Total Price - $4059.19
  - City's Portion After Matching Funds - $2059.19

Councilman Woodford made a motion, seconded by Councilman Albrecht, to adopt Resolution #R13-07-07. Upon call for a vote, the following voted aye:

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

ABSENT: Councilman Alma Anderson

The City Clerk announced that the motion carried.

CONSIDER APPROVAL OF ADDITIONAL DESIGN SERVICES TO EXISTING CONTRACT WITH CLINTON ENGINEERING FOR THE RAILS WITH TRAILS PHASE I PROJECT

Clinton Engineering
380 South Lowe Ave., Ste.6
Cookeville, Tennessee 38501
931/372-0427; fax 931/528-3530

July 3, 2013

Mr. Greg Brown
City of Cookeville
45 East Broad Street
Cookeville, TN 38501

Re: **TN Central Heritage Rails with Trails -Phase I**
Cookeville, Tennessee

Dear Greg:

Clinton Engineering is pleased to submit this proposal for providing additional engineering design and surveying services for the above referenced project. This proposal is for the design of approximately 2.4 miles of trail between Cookeville and Algood.

The scope of work for this project would include the following items:

- Plan/Profile sheets of the proposed trail showing the proposed alignment
- Coordination/meetings with TDOT or other agencies as necessary
- Typical sections and detailed sections as necessary
- Preparation of Storm Water Pollution Prevention Plan (SWPPP) and NOI
- Calculation of quantities for bid documents
- Preparation of easement descriptions for areas within the NERR Right-of-Way

Our fee for providing these services would be a lump sum amount of **$29,625.00**.

If you are in agreement with the above stated fee and scope of services, please sign below and return one copy of this letter as notice to proceed. Thank you for the opportunity to submit this proposal. We look forward to working with you on this project.

Thank you,

Phillip M. Staton, P.E., L.S.
Owner

Authorized Representative, Date

Councilman Woodford made a motion, seconded by Councilman Albrecht, to approve the additional design services for the Rails with Trails Phase I Project as submitted. Upon call for a vote, the following voted aye:

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

ABSENT: Councilman Alma Anderson

The City Clerk announced that the motion carried.

CONSIDER AWARDING BIDS FOR ANNUAL & SEMI-ANNUAL MATERIALS – PUBLIC WORKS DEPARTMENT

COOKEVILLE CITY COUNCIL
MINUTES
JULY 18, 2013

CITY OF COOKEVILLE
BID TABULATION RECORD
ANNUAL CONTRACTS

DEPARTMENT: Public Works
BIDS OPENED BY: Tracy Meggs
OPENING WITNESSED BY: Debbie Swallows

DATE OF BID OPENING: June 25, 2013
TIME OF BID OPENING: 10:00 am

BIDDERS	BID ITEM
IMI & SEQUATCHIE	CONCRETE MIX
SHERMAN-DIXIE	CONCRETE PIPE
CONTECH	METAL PIPE
TAYS INC.	PLASTIC PIPE (HDPE)
MAGGART TIRE CO	RECAPPING TIRE SERVICE
VOLUNTEER HIGHWAY SUPPLY CO	STRIPING / PAVEMENT MARKING

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM THE COMPANIES LISTED ABOVE
** SEE ATTACHED DETAILED BID SHEET **

BE AWARDED FOR THE FOLLOWING REASON: LOWEST EVALUATED BIDDER

RECOMMENDED: DEPT. DIRECTOR

BUDGET AVAILABILITY: FINANCE DIRECTOR

APPROVAL: CITY MANAGER

SUBMITTED BID PRICES - JUNE 25, 2013

STRIPING
VOLUNTEER HIGHWAY SUPPLY

THERMOPLASTIC DESCRIPTION	UNDR 1500 UNIT PRICE	OVR 1500 UNIT PRICE
24" STOP BAR	$20.00	$12.00
TURN ARROW	$175.00	$125.00
STRAIGHT ARROW	$175.00	$125.00
COMB. ARROW	$250.00	$200.00
3" CROSSWALK	$20.00	$12.00
CONT CROSSWALK	$25.00	$20.00
RR ROSSING	$500.00	$400.00
SCHOOL CROSS	$500.00	$450.00
ONLY	$250.00	$150.00
STOP AHEAD	$550.00	$450.00
YIELD	$250.00	$175.00
4" DOTTED LINE	$3.00	$2.00
3" DOTTED LINE	$5.00	$4.00
12" CHNL	$10.00	$6.00

THERMOPLASTIC PAVEMENT MARKING

	0-2 MILES	2-4 MILES	4 MILES +
4" LINE PLASTIC - LM	$ 5,500.00	$ 4,500.00	$3,000.00
4" SKIP PLASTIC - LM	$ 6,500.00	$ 5,500.00	$4,200.00
4" SPRY THERMO 40 MIL	$ 5,500.00	$ 4,500.00	$2,400.00
3" SPRY THERMO 40 MIL	$ 6,500.00	$ 5,500.00	$3,000.00

PAINTED PAVEMENT MARKINGS

	0-2 MILES	2-4 MILES	4 MILES & UP
4" PAINTED LINE	$700.00	$600.00	$475.00
3" PAINTED LINE	$900.00	$800.00	$600.00

ADDITIONAL FEES: $500 CHARGE IF TRIP IS UNDER $1500 PER TRIP

CONCRETE MIX

IMI & SEQUATCHIE

W/OUT FIBER	W/FIBER	W/1 1/2 SLUMP	W/1/2" CHIPS	DEL
$77.00	$84.00	$77.00	$77.00	NC

SEQUATCHIE CONCRETE

				DEL
$77.00	$82.50	$77.00	$77.00	NC

RECAPPING TIRE SERVICE

MAGGART TIRE - $131.00

BEST ONE TIRES - 131.50

CONCRETE PIPE
SHERMAN DIXIE - PRICE PER FT

	DELIVER	PICKUP
15"	$12.60	$11.97
18"	$16.20	$15.39
24"	$24.75	$23.51
30"	$38.70	$36.76
36"	$49.50	$47.02
42"	$63.00	$59.85
48"	$91.00	$86.45
54"	$108.72	$103.28
60"	$132.57	$125.94

PLASTIC PIPE - TAYS INC

12"	15"	18"	24"	30"	36"
$4.65	$5.94	$8.47	$13.47	$22.00	$25.59

METAL PIPE

	CONTECH	TAYS		CONTECH	TAYS
12"	$7.53	$7.95	48"	$28.75	$30.05
	$9.07	$9.72		$36.24	$38.96
15"	$9.07	$9.54		$49.49	$51.89
	$11.40	$11.93	54"	$37.25	$39.50
18"	$11.35	$11.88		$45.37	$48.87
	$13.62	$14.35		$60.99	$66.42
24"	$14.35	$14.90	60"	$40.87	$43.93
	$18.22	$19.08		$50.43	$53.87
	$24.99	$26.58		$68.98	$74.43
30"	$18.15	$18.98	66"	$45.17	$48.98
	$22.77	$23.68		$55.98	$60.36
	$31.20	$32.60		$76.88	$83.13
36"	$21.99	$22.95	72"	$49.88	$52.73
	$27.32	$28.61		$61.76	$66.57
	$37.05	$39.02		$83.35	$88.69
42"	$25.71	$27.03			
	$31.72	$33.98			
	$43.22	$45.25			

Councilman Woodford made a motion, seconded by Councilman Albrecht, to award the bids for materials as recommended. Upon call for a vote, the following voted aye:

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

ABSENT: Councilman Alma Anderson

The City Clerk announced that the motion carried.

CONSIDER APPOINTMENT TO THE COOKEVILLE REGIONAL MEDICAL CENTER BOARD OF TRUSTEES

Mayor Swallows made a motion, seconded by Vice-Mayor Epps, to appoint Robert (Bob) Duncan to the Cookeville Regional Medical Center Board of Trustees for a seven (7) year term (Drue Huffines term expired). Upon call for a vote, the following voted aye:

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

ABSENT: Councilman Alma Anderson

The City Clerk announced that the motion carried.

CONSIDER APPROVAL OF CHANGE ORDER #3 ON THE WATER PLANT UPGRADE & EXPANSION PROJECT

MEMORANDUM

TO: City Council
City Manager

FROM: Ronnie J. Kelly, Director RJK

DATE: July 12, 2013

SUBJ: Proposed Change Order #3 – Water Plant Upgrade Project

During the next City Council meeting I will be seeking authorization for the City Manager to execute a change order on the Water Plant Upgrade and Expansion Project construction contract. There was a typo on the plans that left out the operational control of 6 (six) out of the 7 (seven) chlorinators located at the plant. I am providing a copy of the plan that shows that typo.

The proposed change order increases the construction cost $21,510 and adds 5 additional days to the contract time.

The original construction contract price totaled $6,951,000. If this change order is approved, the total city council approved change orders to the construction contract would total $95,829, or 1.37%, which is well within expectations for a project of this magnitude.

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

Councilman Woodford made a motion, seconded by Councilman Albrecht, to approve the Change Order #3 on the Water Plant Upgrade & Expansion Project as requested in the memo dated 7-12-13.

Tim Huddleston, with W & O Construction, requested additional days to complete the project.

Upon call for a vote, the following voted aye:

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

ABSENT: Councilman Alma Anderson

The City Clerk announced that the motion carried.

CONSIDER APPROVAL OF ENGINEERING CONTRACT AMENDMENT #4 TO THE WATER TREATMENT PLANT PROJECT

MEMORANDUM

TO: City Council
City Manager

FROM: Ronnie J. Kelly, Director RJK

DATE: July, 12, 2013

SUBJ: Engineering Contract Amendment #4 – Water Treatment Plant Project

During the next City Council meeting I will be seeking Council approval of an amendment to the Water Treatment Plant engineering construction contract with Consolidated Technologies, Inc. (CTI) Consulting Engineers.

The prior engineering contract amendment #3, added three (3) additional months, in whole or prorated as partial months, of engineering services to reach the anticipated completion of the project. The project has yet to be completed; therefore continued engineering services are required.

I am requesting that the City Council authorize the City Manager to enter into an engineering contract amendment, which maintains the same contract rate structure, in whole or prorated as partial months, until project completion.

The construction contract allows for the City of Cookeville to charge liquidated damages for each consecutive calendar day of delay until the project is "substantially completed". The amount stipulated in the contract is $500.00 per consecutive calendar day. Assuming that no additional days are added to the construction contract by change order or through negotiations with the contractor, the $500 per day will cover our additional engineering costs through "substantial completion".

If you have any questions or comments please feel free to give me a call.

Councilman Woodford made a motion, seconded by Councilman Albrecht, to approve the Engineering Contract Amendment #4 to the Water Treatment Plant Project as recommended. Upon call for a vote, the following voted aye:

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

ABSENT: Councilman Alma Anderson

The City Clerk announced that the motion carried.

CONSIDER AUTHORIZING THE CITY MANAGER TO EXECUTE AN ENGINEERING CONTRACT TO DESIGN MODIFICATIONS TO THE BOOGER SWAMP PUMPING STATION & FORCE MAIN

MEMORANDUM

TO: City Council
City Manager

FROM: Ronnie J. Kelly, Director RJK

DATE: July 12, 2013

SUBJ: Engineering Contract – Booger Swamp Pumping Station and Force Main Improvements

During the next City Council meeting I will be seeking authorization for the City Manager to enter into an engineering contract with CTI Engineers, Inc., to design station improvements and the replacement of approximately 350 linear feet of 16-inch-diameter force main, as described in the Booger Swamp Wastewater Pump Station Improvement Study.

The project consists of designing modifications to the sewer pumping station that was constructed and put on line in 1987. The project will replace and repair items that have reached the end of their useful life or are in need of immediate attention. Items include electrical improvements, painting/repainting, access and roll-up door replacement, check valve replacement, steel spiral stair repair, etc. The design will bring the station up to current standards and correct several safety concerns. We have negotiated a not to exceed price of $60,700 and would recommend approval.

If you have any questions or comments please feel free to give me a call.

Councilman Woodford made a motion, seconded by Councilman Albrecht, to authorize the City Manager to execute an Engineering Contract to design modifications to the Booger Swamp Pumping Station & Force Main as recommended. Upon call for a vote, the following voted aye:

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

ABSENT: Councilman Alma Anderson

The City Clerk announced that the motion carried.

CONSIDER APPROVAL OF ENGINEERING CONTRACT FOR HYDRAULIC WATER MODELING ON THE 15TH STREET WATER TANK & DISTRIBUTION SYSTEM

MEMORANDUM

TO: City Council
City Manager

FROM: Ronnie J. Kelly, Director RJK

DATE: July 12, 2013

SUBJ: Engineering Contract - Update water distribution system hydraulic model and analysis of 15th Street water tank performance

During the next City Council meeting I will be seeking approval of an engineering contract with Consolidated Technologies, Inc., to update the existing water model and perform an analysis of various scenarios to improve the performance of the 15th Street water tank and water distribution system hydraulics in the northern part of Cookeville.

This contract will examine the operation of the 15th Street water tank and distribution system and present alternatives for improving the tanks performance and determining if there is a need for a new tank or upgrades to the water distribution system. We have negotiated a lump sum price of $16,200 and would recommend Council approval.

If you have any questions or comments please feel free to give me a call.

Councilman Woodford made a motion, seconded by Councilman Albrecht, to approve the Engineering Contract for Hydraulic Water Modeling on the 15th Street Water Tank & Distribution System as recommended. Upon call for a vote, the following voted aye:

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

ABSENT: Councilman Alma Anderson

The City Clerk announced that the motion carried.

HEARING OF CITIZENS AND/OR DELEGATIONS:

Mayor Swallows reminded everyone that school starts back & to be aware of kids crossing the streets.

There being no further business to discuss, Councilman Woodford made a motion, seconded by Councilman Albrecht, to adjourn the meeting at 6:17 p.m. Upon call for a vote, the following voted aye:

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

ABSENT: Councilman Alma Anderson

The City Clerk announced that the motion carried.

_____
Matt Swallows, Mayor

ATTEST:

_____
Cathy McClain, City Clerk