

**COOKEVILLE CITY COUNCIL
REGULAR MEETING
NOVEMBER 21, 2013
5:30 P.M.**

The Council of the City of Cookeville met in regular session on Thursday, November 21, 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 Jim Woodford

ABSENT: Councilman Connie Albrecht

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

**CONSIDER APPROVAL OF
AGENDA AS PRESENTED**

Jim Shipley, City Manager, requested to add item #9 – consider awarding bid for facepieces – Fire Dept. & item #10 – consider awarding bid for exterior renovations for CPAC – Leisure Services Dept.

Councilman Anderson made a motion, seconded by Councilman Woodford, to add items 9 & 10 and approve the agenda as amended. Upon call for a vote, the following voted aye:

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

ABSENT: Councilman Connie Albrecht

The City Clerk announced that the motion carried.

OLD BUSINESS:

**CONSIDER APPROVAL OF
MINUTES OF COUNCIL
MEETING HELD ON
NOVEMBER 7, 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 Jim Woodford

ABSENT: Councilman Connie Albrecht

The City Clerk announced that the motion carried.

**COOKEVILLE CITY COUNCIL
MINUTES
NOVEMBER 21, 2013**

Mayor Swallows & Melinda Keifer, Economic & Community Development Coordinator, proudly announced the team members of the TVA Valley Sustainable Communities Program as follows: George Halford, Tony Peek, James Mills, Karen Brown, Mitchell Kemp, Tim Brown, Rick Woods, Jason McCormick, Lisa Luck, Tracy Meggs, Ken Young, Tracy Johnson, Dave Riddell, Andy Loftis & Jack Butler.



**TVA Valley Sustainable Communities Program
Marketing Messages/Talking Points**

The Valley Sustainable Communities Program is one of TVA's community preparedness offerings. It assists communities in identifying and cataloging their sustainable assets and increasing their sustainability commitments. The economic development focus is to increase the community's competitiveness when companies are looking to invest in new or expanded locations in the Valley. Boyette Strategic Advisors developed and is administering the program.

Sustainable economic development balances the need for economic growth with environmental and societal accountability. It ultimately offers benefits across a triple bottom line to ensure a healthy environment, a thriving community, and economic prosperity.

Cookeville has been designated as a Valley Sustainable Gold Community. This signifies that Cookeville has taken a leadership role in implementing sustainable practices and has made a commitment to sustainability efforts focused on economic development.

- ▶ Cookeville Unplugged is a program created in 2010 through a partnership between Cummins Filtration and the city of Cookeville. The program, which primarily focuses on energy efficiency, challenges city facilities to reduce energy waste through facility power-downs and employee conservation and is managed by Energy Leaders for various city facilities. The program has saved the city approximately \$80,000 a year and officials are exploring opportunities to expand the program to encompass the entire community.
- ▶ Tennessee Technological University offers a Bachelor of Science degree in Environmental and Sustainability Studies and also conducts research into both energy and water issues through the Tennessee Tech Center for Energy Research and the Center for the Management, Utilization and Protection of Water Resources.
- ▶ The Highlands Business Park, a 224-acre development designed to protect the natural environment, includes a re-routed stream, bioswales to filter and handle stormwater runoff, five acres of wetlands, and LED lighting.
- ▶ The 3-Star Industrial Assessment Center at Tennessee Technological University provides energy and waste assessments to areas manufacturers. The university also assists companies in understanding sustainable energy management practices to allow them to implement programs such as the Department of Energy's Save Energy Now LEADER program and ISO Energy Management standards.

**CONSIDER ON SECOND AND FINAL
READING ORDINANCE #O13-10-15,
CLOSURE AND ABANDONMENT OF
A PORTION OF LAUREL AVENUE
LOCATED BETWEEN WEST 7TH
AND WEST 8TH STREETS AND
DECLARING IT AS SURPLUS**

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve on second and final reading Ordinance #O13-10-15. Upon call for a vote, the following voted aye:

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

ABSENT:

Councilman Connie Albrecht

The City Clerk announced that the motion carried.

**COOKEVILLE CITY COUNCIL
MINUTES
NOVEMBER 21, 2013**

**CONSIDER ON SECOND AND FINAL
READING ORDINANCE #O13-10-16,
RAO (REDEVELOPMENT AREA
OVERLAY DISTRICT) ZONING FOR
UNIVERSITY SQUARE PHASE II
WHICH INCLUDES THE FOLLOWING
PROPERTIES: 345 – 365 WEST 7TH
STREET, 712 – 716 LAUREL AVENUE,
350 – 364 WEST 8TH STREET, AND 721
CHESTNUT AVENUE**

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve on second and final reading Ordinance #O13-10-16.

Mr. Lewis Tommaso, local resident, questioned & voiced his concerns about the setback on 7th Street & parking requirements.

Upon call for a vote, the following voted aye:

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

ABSENT: Councilman Connie Albrecht

The City Clerk announced that the motion carried.

**CONSIDER ON SECOND AND FINAL
READING ORDINANCE #O13-10-17,
RAO (REDEVELOPMENT AREA
OVERLAY DISTRICT) ZONING
FOR 423 & 429 WEST BROAD
STREET AND 116 & 118
CHESTNUT AVENUE**

James Mills, Planning Department Director, advised that the developers/owners have changed the name of this project to “West Broad Cottages”.

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve on second and final reading Ordinance #O13-10-17. Upon call for a vote, the following voted aye:

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

ABSENT: Councilman Connie Albrecht

The City Clerk announced that the motion carried.

**COOKEVILLE CITY COUNCIL
MINUTES
NOVEMBER 21, 2013**

NEW BUSINESS:

**CONSIDER AWARDED BIDS FOR
WATER METERS & PVC WATER
PIPE – WATER QUALITY
CONTROL DEPARTMENT**

**CITY OF COOKEVILLE
DEPARTMENT OF WATER QUALITY CONTROL
WATER METERS**

DATE OF BID OPENING 31-Oct-13 TIME: 10:00 A.M.
BIDS OPENED BY MARLIN HAGGARD
BIDS WITNESS BY BARRY TURNER and STEPHEN PASS

BIDDERS	Quantity Item	SECTION I				SECTION II		SECTION III	
		36	504	50	125	3	4	1	20
		5/8" x 1/2"	5/8" x 3/4"	3/4" x L-9"	1"	1 1/2" IT	2" IT	1 1/2" EF	2" EF
CONSOLIDATED PIPE SUPPLY		\$46.90	\$46.90	\$77.00	\$120.00	\$333.00	\$500.00	\$303.00	\$418.00
HAYES PIPE SUPPLY		\$46.85	\$56.25	\$78.10	\$120.00	NO	BID	NO	BID
SOUTHERN PIPE SUPPLY		\$30.77	\$30.77	\$57.73	\$89.80	\$280.60	\$350.51	\$280.60	\$350.51
UNITED UTILITES INC.		\$36.75	\$36.75	\$72.50	\$130.00	\$310.00	\$465.00	\$310.00	\$465.00
CI THORNBURG				NO	BID	NO	BID	\$506.00	\$670.00

WE, THE UNDERSIGNED, DO HEREBY RECOMMEND THE BID FROM -SOUTHERN PIPE SUPPLY- BE AWARDED THE ABOVE METERS, SECT. I, SECT. II, AND SECT. III, FOR THE FOLLOWING REASON: LOW BIDDER MEETING SPECIFICATIONS. (TOTAL = \$40,261.94)

BIDDERS	Quantity Item	SECTION IV		
		1	1	1
		3" Omni C2	4" Omni C2	6" Omni C2
CI THORNBURG		\$1,612.00	\$2,800.00	\$4,838.00
CONSOLIDATED PIPE		\$1,750.00	\$3,030.00	\$5,225.00
COLEMAN ENTERPRISES			NO BID	

WE, THE UNDERSIGNED, DO HEREBY RECOMMEND THE BID FROM -CI THORNBURG- BE AWARDED THE ABOVE METERS, SECT. IV, FOR THE FOLLOWING REASON: LOW BIDDER MEETING SPECIFICATIONS. (TOTAL = \$9,250.00)


RECOMMENDED:
DEPARTMENT HEAD


APPROVAL
CITY MANAGER


BUDGET AVAILABILITY
FINANCE DIRECTOR

**CITY OF COOKEVILLE
DEPARTMENT OF WATER QUALITY CONTROL
10" PVC PIPE, BID TABULATION**

DATE OF BID OPENING NOV-14-2013 TIME: 10:00 A.M.
BIDS OPENED BY MARLIN HAGGARD
BIDS WITNESS BY STEVE SMITH

BIDDERS	10" SDR-21 PVC WATER	
	PIPE	TOTAL BID
	PRICE PER FT.	FOR 400'
COLEMAN ENTERPRISES	\$7.75	\$3,100.00
CONSOLIDATED PIPE SUPPLY	\$8.10	\$3,240.00
G & C SUPPLY	\$7.79	\$3,116.00
HAYES PIPE SUPPLY	\$7.89	\$3,156.00
HD SUPPLY WATERWORKS	\$7.99	\$3,196.00
SOUTHERN PIPE SUPPLY	\$7.68	\$3,072.00

WE, THE UNDERSIGNED, DO HEREBY RECOMMEND THE BID FOR: 10" PVC WATER PIPE, BE AWARDED TO -SOUTHERN PIPE SUPPLY- FOR THE FOLLOWING REASON: LOW BIDDER MEETING SPECIFICATIONS.


RECOMMENDED:
DEPARTMENT HEAD


APPROVAL
CITY MANAGER


BUDGET AVAILABILITY:
FINANCE DIRECTOR

Councilman Anderson made a motion, seconded by Councilman Woodford, to award the water meter & water pipe bids as recommended. Upon call for a vote, the following voted aye:

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

ABSENT:

Councilman Connie Albrecht

The City Clerk announced that the motion carried.

**COOKEVILLE CITY COUNCIL
MINUTES
NOVEMBER 21, 2013**

**CONSIDER AWARDING BIDS FOR
LUMINARIES, TRANSFORMERS &
WIRE – ELECTRIC DEPARTMENT**

**CITY OF COOKEVILLE
ELECTRIC DEPT.
BID TABULATION SCHEDULE
BID NOTICE # 13102901**

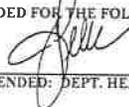
DATE OF BID OPENING: 11-12-2013
BIDS OPENED BY: Glenn Greenwood
BIDS WITNESSED BY: Brandon Jones
DEPARTMENT: Electric

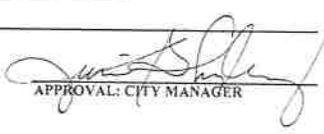
TIME: 2:00 CST

BIDDERS	QTY	350 WMH Luminaire	1000 WMH Luminaire					
		24	24					
Wesco		\$ 283.48	\$ 383.21					
		\$ 6,803.52	\$ 9,197.04					
Stuart Irby		\$ 282.59	\$ 381.39					
		\$ 6,782.16	\$ 9,153.36					
Deco Supply		\$ 321.12	\$ 433.72					
		\$ 7,706.88	\$ 10,409.28					

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM Stuart Irby

BE AWARDED FOR THE FOLLOWING REASON: low bid meeting specs.


RECOMMENDED: DEPT. HEAD


APPROVAL: CITY MANAGER

**CITY OF COOKEVILLE
ELECTRIC DEPT.
BID TABULATION SCHEDULE
BID NOTICE # 13100801**

DATE OF BID OPENING: 10-29-2013
BIDS OPENED BY: Glenn Greenwood
BIDS WITNESSED BY: Brandon Jones
DEPARTMENT: Electric

TIME: 2:00 PM CST

BIDDERS	QTY	150 KVA Pad Transformer	evaluated cost					
		2						
Deco		\$ 5,633.00	\$ 9,704.69					
		\$ 11,266.00						
Stuart Irby		\$ 5,930.00	\$ 9,950.44					
		\$ 11,860.00						
Stuart Irby		\$ 6,183.00	\$ 9,836.60					
		\$ 12,366.00						
Border States		\$ 5,744.00	\$ 9,786.21					
		\$ 11,488.00						
HD Supply		\$ 6,909.00	\$ 11,096.16					
		\$ 13,818.00						

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM Deco

BE AWARDED FOR THE FOLLOWING REASON: low evaluated bid meeting specs.


RECOMMENDED: DEPT. HEAD


APPROVAL: CITY MANAGER

**COOKEVILLE CITY COUNCIL
MINUTES
NOVEMBER 21, 2013**

**NOTICE OF PUBLIC HEARING
CITY OF COOKEVILLE
SIX MONTH PROGRESS REPORT
PLAN OF SERVICES FOR ANNEXATION AREA**

Notice is hereby given that the Cookeville City Council will hold a Public Hearing at its meeting on Thursday, November 21, 2013 at 5:30 p.m. in the Council Room at the Cookeville City Hall. The purpose of this Hearing is to present a Six Month Progress Report on the status of extending services to the Bennett Road Extension Annexation Area as specified in the Plan of Services. All interested citizens are invited to attend this Hearing. The Progress Report for the annexation area is as follows:

**SIX MONTH PROGRESS REPORT
PLAN OF SERVICES
BENNETT ROAD EXTENSION ANNEXATION AREA**

The Cookeville City Council, through Resolution R12-10-10, adopted a Plan of Services for the annexation of certain territory identified as the Bennett Road Extension Annexation Area. The annexation of this area became effective on January 5, 2013. *Tennessee Code Annotated*, Section 6-51-108 requires that a report be prepared and published on the progress of extending the services to the annexation area as specified in the Plan of Services. According to the Directors of the applicable City Departments, the following progress has been made toward extending the services specified in the Plan of Services for the Bennett Road Extension Annexation Area:

Police and Fire Protection

Police and fire protection are provided to the annexation area as specified.

Water

Water service rates for existing city customers have been reduced to the inside the city rate. Negotiations have been initiated with the Double Springs Utility District for acquisition of the service area.

Sanitary Sewer

Sanitary sewer has not yet been extended in the annexation area. The Plan of Services specifies that sanitary sewer service will be provided when economically feasible and based on the same criteria, standards and policies used to determine the expansion of sanitary sewer service in the unserved portions of the present corporate limits.

Solid Waste Collection and Disposal

Solid waste collection and disposal is provided to the annexation area as specified.

Streets

Street maintenance is provided to the annexation area as specified.

Planning and Zoning and Inspection Services

Planning and zoning and inspection services are provided to the annexation area as specified.

Recreational Facilities

The residents of the annexation area are able to use all municipal recreational facilities as specified.

Natural Gas

Those property owners already provided natural gas service by the City of Cookeville have had their rates reduced to the city rate. Natural gas service has not yet been extended to an unserved area along Reeser Lane. The Plan of Services specifies that natural gas service will be provided to the unserved portions of Reeser Lane based upon customer demand and when economically feasible.

Electrical Service and Street Lighting

The Plan of Services specifies that electric service in the annexation area will continue to be provided by the Upper Cumberland Electric Membership Cooperative and that the City of Cookeville will pay the coop for the provision of street lighting and will request that the coop provide it within one year after the effective date of annexation. To date 43 of the 106 planned lights have been installed and plans are currently being developed for the installation of the remaining lights.

Street Name Signs

Street name signs have been provided to the annexation area.

James Mills
Planning Director

**CONSIDER AWARDED BID FOR
FACEPIECES – FIRE DEPT.**

CITY OF COOKEVILLE
BID TABULATION SCHEDULE

SIXTY (60) AV-3000 HT FACEPIECE

DATE OF BID OPENING: 11/18/13 TIME: 10:00 A.M.
BIDS OPENED BY: Tom Brown
BIDS WITNESSED BY: April Howard
DEPARTMENT: Fire

BIDDERS	AMOUNT		
EVS	\$12,821.05		
MES	\$13,840.80		

WE, THE UNDERSIGNED, DO HEREBY RECOMMEND THE BID FROM EVS BE AWARDED FOR THE FOLLOWING REASON: LOWEST BID MEETING SPECIFICATIONS

Roger Fugua
RECOMMENDED: DEPARTMENT HEAD

James Mills
APPROVAL: CITY MANAGER

Michelle Smith
BUDGET AVAILABILITY: FINANCE DIRECTOR

**COOKEVILLE CITY COUNCIL
MINUTES
NOVEMBER 21, 2013**

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

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

ABSENT: Councilman Connie Albrecht

The City Clerk announced that the motion carried.

**CONSIDER AWARDING BID FOR
EXTERIOR RENOVATIONS FOR
CPAC – LEISURE SERVICES
DEPARTMENT**

RCR&A

RICHARD C. RINKS & ASSOCIATES, INC.

Engineers - Roof Consultants - Architects

Building Envelope Consultants - Moisture Analysts

ASCE - NSPE - TSPE - AIA - RCI - EDI

30 North Jefferson Avenue - P.O. Box 691 - Cookeville, Tennessee 38503-0691

Telephone 931-528-5543 Richard@Rinks-Consulting.com Facsimile 931-528-5544

November 21, 2013

Mr. Jim Shipley, City Manager
City of Cookeville
45 East Broad Street
Cookeville, Tennessee 38501

Dear Mr. Shipley:

Today Bids were opened for the Exterior Renovation of the Cookeville Performing Arts Center. Cookeville Sheet Metal Works, Inc. (CSMW) submitted a bid for the work in the amount of \$266,600.00. Although this was the only bid received, the bid is less than our estimated cost of construction and Cookeville Sheet Metal Works, Inc. has performed many excellent projects for us and enjoys an excellent reputation.

The Project was advertised in the paper and we had other contractors check the project plans to see if they wanted to bid the project. The work involved is unique and they did not elect to bid the project.

Therefore, we recommend the City of Cookeville award a contract to Cookeville Sheet Metal Works, Inc. in the amount of \$266,600.00.

Should you have any questions concerning this matter, or if I may be of assistance in the future, please contact me.

Respectfully submitted,



Richard C. Rinks, PE, AIA, RRC, RLS, CEIFSI, CMA
President



**COOKEVILLE CITY COUNCIL
MINUTES
NOVEMBER 21, 2013**

**CITY OF COOKEVILLE
BID TABULATION SCHEDULE**

**Exterior Renovations for
Cookeville Performing Arts Center**
(THE SCOPE OF THIS PROJECT IS TO REMOVE AND
REPLACE ALL EXTERIOR PREFINISHED METAL ON BLDG.)

DATE OF BID OPENING: Thursday, November 21, 2013 TIME: 2:00 pm
BIDS OPENED BY: Richard Rinks and Rick Woods
DEPARTMENT: Leisure Services & Public Facilities

	Bid Price
1. Cookeville Sheet Metal Works, Inc	\$266,600.00

We, the undersigned, do hereby recommend the bid from Cookeville Sheet Metal Works for the following reason:

Only bid – meets specifications


RECOMMENDED: DEPARTMENT HEAD


APPROVAL: CITY MANAGER


BUDGET AVAILABILITY: FINANCE DIRECTOR

Councilman Anderson made a motion, seconded by Councilman Woodford, to award the bid for the exterior renovations to CPAC (built in 1978) as recommended. Upon call for a vote, the following voted aye:

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

ABSENT: Councilman Connie Albrecht

The City Clerk announced that the motion carried.

HEARING OF CITIZENS AND/OR DELEGATIONS:

Mayor Swallows reminded everyone of the lighting of the Christmas Tree @ CPAC on December 2nd before the Christmas Parade!!

The Council encouraged everyone to volunteer at the BlueCross Bowl TSSAA State Football Championship games on December 5th, 6th & 7th @ TTU!!

There being no further business to discuss, Councilman Woodford made a motion, seconded by Councilman Anderson, to adjourn the meeting at 6:23 p.m. Upon call for a vote, the following voted aye:

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

ABSENT: Councilman Connie Albrecht

The City Clerk announced that the motion carried.

Matt Swallows, Mayor

ATTEST:

Cathy McClain, City Clerk