

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

The Council of the City of Cookeville met in regular session on Thursday, December 5, 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
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

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

**CONSIDER APPROVAL OF
AGENDA AS PRESENTED**

City Manager Jim Shipley requested to add item #8 – consider approval to purchase twenty-one (21) laptops & accessories – Police Department; item #9 – consider approval of Interlocal Agreement between the City of Cookeville and Putnam County to place the Cookeville-Putnam County Emergency Management Agency solely under the control of Putnam County, Tennessee; and item #10 – consider Resolution #R13-12-11, repealing the joint resolution adopting the Putnam County Civil Defense Organization.

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

Mayor Matt Swallows
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the amendments to the agenda carried.

Upon call for a vote on the agenda as amended, the following voted aye:

Mayor Matt Swallows
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the amended agenda carried.

OLD BUSINESS:

**CONSIDER APPROVAL OF
MINUTES OF COUNCIL
MEETING HELD ON
NOVEMBER 21, 2013**

**COOKEVILLE CITY COUNCIL
MINUTES
DECEMBER 5, 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
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

NEW BUSINESS:

**HOLD A PUBLIC HEARING AND
CONSIDER ON FIRST READING
ORDINANCE #O13-11-18,
REZONING 218 & 233
EAST 8TH STREET, 706,
720, 734, 824, 832 & 836 N.
JEFFERSON AVENUE
FROM RS15 TO RS10**

James Mills, Planning Department Director, advised the council that the owner is requesting rezoning to allow him to build three (3) new houses.

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve on first reading Ordinance #O13-11-18.

Nancy Pardue, local resident, spoke in opposition to rezoning & building three (3) new houses in this area & stated that two (2) new houses is enough.

Upon call for a vote, the following voted aye:

Mayor Matt Swallows

NAY: Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion failed.

**SET A DATE (1-2-14) FOR A
PUBLIC HEARING ON
ORDINANCE #O13-12-19,
REZONING 440 EAST BROAD
STREET LOCATED IN THE
EAST BROAD-FREEZE
STREET HISTORIC OVER-
LAY DISTRICT FROM RS10
(SINGLE-FAMILY
RESIDENTIAL) TO CL
(LOCAL COMMERCIAL)
REQUEST SUBMITTED BY
LAUREN SHIBAKOV ON
BEHALF OF ROBERSON
PARTNERSHIP, LP**

**COOKEVILLE CITY COUNCIL
MINUTES
DECEMBER 5, 2013**

Councilman Anderson made a motion, seconded by Councilman Woodford, to set the public hearing date on Ordinance #O13-12-19 for 1-2-14 @ 5:30 p.m. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

**CONSIDER APPROVAL TO
PURCHASE SIX (6) MOTOR-
CYCLE HELMET COMM-
UNICATION SYSTEMS &
FIVE (5) MOTORCYCLE
COMMUNICATION KITS
(SOLE SOURCE
PROVIDER) – POLICE
DEPARTMENT**

MEMORANDUM

DATE: November 21, 2013

From: Lt. Randall Brown 

TO: Major Mark Maxwell

SUBJ: Motorcycle helmet communication systems

The Cookeville Police Department Traffic Enforcement Division has been awarded four grants from the Governors Highway Safety Office, for the 2013 /2014 grant year. We have budgeted in those grants certain capital purchases. In the GHSO Coordinator grant we have budgeted for six communication systems for existing motorcycle helmets and five motorcycle communication kits for existing motorcycles to be paid through the Coordinator grant.

These wireless communication systems will enable officers to communicate over the two way portable radio as well as cell phones without having to take their hands off of the handle bars while communicating thus making their working conditions much safer and enhancing the communication capability of officers while on motors.

The wireless two-way radio signal is transmitted by Bluetooth capability between the headset and the motor. An option that can be ordered with the kit is Bluetooth capability for a cell phone. The two-way communications go through both right and left ear pieces of the helmet when transmitted. When a cell phone call comes in, the two-way transmission is still heard through the left ear piece and the cell phone transmission is heard in the right ear piece. Having this option will enable officers to communicate while operating the motor and also have the hands free capability to use the cell phone in a confidential manner while using the phone in the line of duty. The Tennessee Highway Patrol motor units have this same brand of communication system for their motors and seem to like them. I recommend this purchase as it will benefit the department and be will worth the investment. The total of the quote is \$10,685.00 with shipping included. This amount will be reimbursed to the Cookeville Police Department through the GHSO Coordinator grant.

Enclosed is a Sole Source Document for the requested PVP Communication systems.

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the purchase of motorcycle communication systems/kits as recommended. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

**COOKEVILLE CITY COUNCIL
MINUTES
DECEMBER 5, 2013**

**CONSIDER APPROVAL TO
PURCHASE ELEVEN (11)
STALKER RADAR UNITS
(SOLE SOURCE
PROVIDER) – POLICE
DEPARTMENT**

M E M O R A N D U M

To: Chief H. Randall Evans
From: Major Mark Maxwell *mam*
Date: October 30, 2013
Re: Purchase of eleven (11) Stalker Radar Units

The Cookeville Police Department Traffic Enforcement Division received four grants from the Governors Highway Safety Office, for the 2013 /2014 grant year. We have budgeted for 11 radar units to be paid from two of these grants, as we have aging radar units in the Department, and the repairs are becoming too costly. We are requesting to purchase 11 radar units from Applied Concepts, Inc. Each unit will cost \$1,874.50, for a total purchase of \$20, 619.00.

Enclosed is a Sole Source Document for the requested Stalker radar units. Applied Concepts manufactures and sells this product which has been very reliable and given this Department good service in the past.

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the purchase of eleven (11) Stalker radar units as requested. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

**CONSIDER APPOINTMENT TO
THE SEWER REGULATONS
APPEALS BOARD**

**COOKEVILLE CITY COUNCIL
MINUTES
DECEMBER 5, 2013**

MEMORANDUM

TO: City Council
City Manager

FROM: Ronnie J. Kelly, Director

RJK

DATE: December 2, 2013

SUBJ: Sewer Regulations Appeals Board

During the December 18th City Council meeting the City Council will need to appoint one member to the Sewer Regulations Appeals Board. The term of John Weakley will expire this month.

The Board is made up of five members appointed to three-year terms and shall not serve more than two full, three-year terms without a one-year break. The Board is set up to conduct hearings on appeals of decisions of the Director in actions taken under and pursuant to the Sewer Use Ordinance.

It is my recommendation that Bob Vick, a local engineer, be appointed to fill the Board vacancy.

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

Councilman Anderson made a motion, seconded by Councilman Woodford, to appoint Bob Vick to the Sewer Regulations Appeals Board as recommended. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

**CONSIDER APPROVAL TO
PURCHASE TWENTY-ONE
(21) LAPTOPS & ACCESS-
ORIES – POLICE DEPT.**

MDT/Computer Replacements

- Criminal Justice Information Services (CJIS) Division of the FBI maintains a set of standards for the handling and processing of Criminal Justice Information.
- Microsoft has designated April 8, 2014, as the End of Life (EOL) for Windows XP
- Majority of current inventory of MDT computers are 6 years old

**COOKEVILLE CITY COUNCIL
MINUTES
DECEMBER 5, 2013**

MDT/Computer Replacements

- Lenovo L440 Notebook – State Contract #3005 Line #1
 - 21 Machines @ \$588.37, Total \$12,355.77
- Lenovo AC/DC Automobile Adapter – State Contract #3005 Line #8
 - 21 Adapters @ \$77.74, Total \$1,632.54
- Lenovo M83 Desktop – State Contract #3005 Line #17
 - 5 Machines @ \$817.02, Total \$4,085.10
- **Total Expenditure: \$18,073.41**

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the purchase of twenty-one (21) laptops & accessories as recommended. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

**CONSIDER APPROVAL OF
INTERLOCAL AGREEMENT
BETWEEN THE CITY OF
COOKEVILLE AND PUTNAM
COUNTY TO PLACE THE
COOKEVILLE-PUTNAM
COUNTY EMERGENCY
MANAGEMENT AGENCY
SOLELY UNDER THE
CONTROL OF PUTNAM
COUNTY, TENNESSEE**

City Manager Jim Shipley gave the following report:

- *Changes the name of the Cookeville-Putnam County Emergency Management Agency to Putnam County Emergency Management Agency.*
- *The Agency shall be a division of Putnam County.*
- *The city will continue to appropriate \$25,400 annually to the county for operations.*
- *The agreement is for 30 years.*

**COOKEVILLE CITY COUNCIL
MINUTES
DECEMBER 5, 2013**

Councilman Anderson made a motion, seconded by Councilman Woodford, to approve the Interlocal Agreement for the Putnam County Emergency Management Agency as recommended. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

**CONSIDER RESOLUTION #R13-12-11,
REPEALING THE JOINT RESOLUTION
ADOPTING THE PUTNAM COUNTY
CIVIL DEFENSE ORGANIZATION**

City Manager Jim Shipley reported the following:

- ***This resolution repeals previous joint resolutions adopted in 1996, and places the EMA under the sole authority of Putnam County.***

Councilman Anderson made a motion, seconded by Councilman Woodford, to adopt Resolution #R13-12-11. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

HEARING OF CITIZENS AND/OR DELEGATIONS:

Lewis Tommaso voiced his concern about a road (he measured as 16' wide) off of Walnut Avenue (St. James Place) being too small for a fire truck to enter.

James Mills, Planning Department Director, advised the Council that St. James Place is 20' wide & is a private street.

**COOKEVILLE CITY COUNCIL
MINUTES
DECEMBER 5, 2013**

Mayor Swallows proudly read the following letter:



IN GOD WE TRUST

This week while working on getting everything ready for our first broadcast of this years Clay County TN football game, I had to go to a Verizon store in Livingston and then on to an AT&T store in Cookeville, which was only about 45 minutes from Celina. I don't remember ever visiting Cookeville before, other than just passing through. It sits right on I-40, but I came in from the other side and all of a sudden the sights and sounds of the town immediately caught my attention. As I came into the downtown area, I noticed literally dozens of quaint little stores with attractive storefronts. Lots of little cafes along the sidewalk, every parking spot filled and people everywhere! The town seemed so ALIVE! No empty buildings or boarded up windows. Instead, charming canopies and awnings and decorative windows that enticed shoppers. Street after street after street! I then came to the center of town, the town square and there, in all it's majesty, was the Putnam County Courthouse. With 2' tall lettering at the top of each side of the building that said, 'IN GOD WE TRUST'! I can't begin to tell you the effect seeing that had on me. You would just have to be there. I circled the courthouse slowly in deep thought and then went on to my appointment. Past every large chain restaurant imaginable, past every large department store, past car dealers, furniture stores, etc., etc. And they were all very, very busy. Construction was going on in every direction. Now this was on a Thursday mid-afternoon, not a weekend. I was totally in awe of this town. I thought to myself... 'this town is much bigger than Bowling Green and it is booming'. It impressed me so much that when I got home I looked up the population facts. In 2000, Bowling Green had a population of 49,296 and Cookeville's was 30,435. Twelve years later, in 2012, Bowling Green had a population of 60,600 and Cookeville's was 65,014. It had more than doubled! It makes one wonder why. I also looked up info about Cookeville's motto and here is what I read... *The motto "In God We Trust" is now emblazoned above all four main entrances of the Putnam County Courthouse. County commissioners unanimously approved the adornment with the cost covered by donations from businesses and individuals. The national motto was placed in a 24-inch space above the columns at each entrance to the century-old courthouse in Cookeville. I will always remember Cookeville, TN and will definitely visit there again. I drove home that day thinking about their obvious success and prosperity and I wonder... is it because the leaders of their community are trusting in God to lead them and boldly giving praise to God for all to see. One thing is for sure. It makes a person proud to see God's name written right in the center of town. You get the feeling that He is watching over them as they go about their daily lives. May God bless Cookeville, Tennessee! Jessie Crabtree*

Note: The picture above is one I found on the internet & must have been taken while the motto was being added to the courthouse.

The Council reminded everyone to visit the TSSAA Champion Football Games at TTU this weekend!!!!!!!!!!!!

There being no further business to discuss, Councilman Woodford made a motion, seconded by Councilman Anderson, to adjourn the meeting at 6:10 p.m. Upon call for a vote, the following voted aye:

Mayor Matt Swallows
Councilman Alma Anderson
Councilman Connie Albrecht
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

Matt Swallows, Mayor

ATTEST:

Cathy McClain, City Clerk