COOKEVILLE CITY COUNCIL
REGULAR MEETING
JANUARY 15, 2015
5:30 P.M.

The Council of the City of Cookeville met in regular session on Thursday, January 15, 2015, at 5:30 p.m., in the Municipal Building, 45 East Broad Street. Pastor Jeremiah Tatum of the Willow Avenue Church of Christ gave the invocation, and led the audience in the Pledge of Allegiance. Mayor Shelton then called the meeting to order and asked the Clerk to call the roll. Present and answering roll call were:

Mayor Ricky Shelton
Vice-Mayor Larry Epps
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

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

CONSIDER APPROVAL OF AGENDA AS PRESENTED

Councilman Woodford made a motion, seconded by Vice-Mayor Epps, to add item #7D consider authorizing the City Manager to negotiate a contract for Specialized Architectural/Engineering Services for the Proposed Police Dept. Headquarters & Future Facilities and approve the agenda as amended. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Vice-Mayor Larry Epps
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

The City Clerk announced that the motion carried.

APPOINTMENTS, PROCLAMATIONS, PRESENTATIONS OR AWARDS:

CONSIDER APPOINTMENTS TO THE SEWER REGULATIONS APPEALS BOARD

MEMORANDUM

TO: City Council
City Manager

FROM: Ronnie J. Kelly, Director RJK

DATE: January 07, 2015

SUBJ: Sewer Regulations Appeals Board

During the January 15th City Council meeting, the City Council will need to appoint two members to the Sewer Regulations Appeals Board.

The Board was established by Ordinance #88126 in 1988. The Board is made up of five members appointed to three-year terms who 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. Since being established the Board has yet to meet to hear an appeal.

Current Board Members Dan Eich and Dennis George's terms have expired. Bryan Johnston, Plant Manager of Cookeville Plating, has agreed to join the Board and serve a three year term. Kevin Young, a Civil Engineering professor at Tennessee Tech University and consultant with J.R. Wauford and Company, has also agreed to join the Board and serve a three-year term.

It is my recommendation that Bryan Johnston and Kevin Young both be appointed to a three-year term on the Board.

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

Councilman Woodford made a motion, seconded by Vice-Mayor Epps, to appoint Bryan Johnston and Kevin Young to the Sewer Regulations Appeals Board as recommended. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Vice-Mayor Larry Epps
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

The City Clerk announced that the motion carried.

CONSIDER APPOINTMENTS TO THE BOARD OF ZONING APPEALS

Members

MEMBER	PHONE	ADDRESS	EXPIRES
Jane Flatt, Chairman	526-1774 R 528-1573 W	370 S. Old Kentucky Road First Realty Co.	1/1/2016
Sid Gilbreath, Vice Chairman	526-7283 R	1370 Inglewood Drive	1/1/2017
Paul Bonner	537-9978 R	3120 Buck Mountain Road	1/1/2015
Kay Detwiler	528-8776 R	1570 Country Club Place	1/1/2015
James Dial	854-7274 R	P.O. Box 389	1/1/2017

BOARD WAS ESTABLISHED BY CITY CHARTER - TITLE 11, SECTION 407.
MEETINGS: 2ND THURSDAY OF EACH MONTH @ 5:15 P.M.
TERMS: 3 YEARS STAGGERED
MEMBERS APPOINTED BY THE CITY COUNCIL.

Councilman Woodford made a motion, seconded by Vice-Mayor Epps, to appoint Jon Ward and Elwood Ervin to the Board of Zoning Appeals, due to the expired terms of Paul Bonner & Kay Detwiler. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Vice-Mayor Larry Epps
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

The City Clerk announced that the motion carried.

OLD BUSINESS:

CONSIDER APPROVAL OF MINUTES OF COUNCIL MEETING HELD ON JANUARY 8, 2015

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

Mayor Ricky Shelton
Vice-Mayor Larry Epps
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

The City Clerk announced that the motion carried.

COOKEVILLE CITY COUNCIL
MINUTES
JANUARY 15, 2015

CONSIDER ON SECOND AND FINAL READING ORDINANCE #O14-12-21, REZONING 385 EAST 13TH STREET (PARCEL 4.00, MAP 40K, GROUP H) FROM RS10 (SINGLE-FAMILY RESIDENTIAL) TO RM8 (MULTI-FAMILY RESIDENTIAL)

Councilman Woodford made a motion, seconded by Councilman Womack, to approve on second and final reading Ordinance #O14-12-21 (plat submitted and approved). Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Vice-Mayor Larry Epps
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

The City Clerk announced that the motion carried.

CONSIDER ON SECOND AND FINAL READING ORDINANCE #O14-12-22, REZONING 319 & 339 WEST 8TH STREET AND 340 WEST 9TH STREET FROM RD (SINGLE-FAMILY & DUPLEX RESIDENTIAL) TO CL (LOCAL COMMERCIAL)

Councilman Woodford made a motion, seconded by Councilman Henry, to approve on second and final reading Ordinance #O14-12-22. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Vice-Mayor Larry Epps
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

The City Clerk announced that the motion carried.

CONSENT AGENDA:

No business to consider.

NEW BUSINESS – PUBLIC HEARINGS AND ACTION ITEMS:

CONSIDER ON FIRST READING ORDINANCE #O15-01-01, AMENDING THE COOKEVILLE MUNICIPAL CODE TITLE 14, CHAPTERS 7 & 8 RELATIVE TO STORMWATER MANAGEMENT AND RIPARIAN BUFFER ZONES

Major Changes to the Buffer and Stormwater Codes

- **Buffer zones now apply to all streams, ponds and wetlands instead of only streams. Buffer zone as written is 50 feet. It will now be dependent on the size of the drainage basin. Basins less than one square mile will be 30 feet. Basins greater than one square mile will be 60 feet.**

- **Developments greater than one acre of disturbed area shall now be required to permanently retain the first one inch of stormwater runoff on site. This can be done be infiltration, evaporation, use on site, or other approved methods.**

Councilman Womack made a motion, seconded by Councilman Woodford, to approve on first reading Ordinance #O15-01-01. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Vice-Mayor Larry Epps
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

The City Clerk announced that the motion carried.

CONSIDER AUTHORIZING THE CITY MANAGER TO ENTER INTO AN ENGINEERING CONTRACT FOR WASTEWATER TREATMENT PLANT STORAGE FACILITY SITE SUITABILTY EVALUATION

TO: City Council
City Manager

FROM: Ronnie J. Kelly, Director RJK

DATE: January 9, 2015

SUBJ: Engineering Professional Services Proposal:
Wastewater Treatment Plant Storage Facility Site Suitability Evaluation

On April 19, 2012, the City Council authorized our department to enter into an engineering contract with Gresham Smith & Partners. This contract provided consulting engineering services necessary to develop a hydraulic model for the sanitary sewer system serving the City of Cookeville. The model is used as a tool to assist in the formulation of capital improvement projects. As areas of Cookeville are added to the sanitary sewer system, the model will allow us to identify and eliminate pinch points or bottlenecks in the sewer system that could lead to sanitary sewer overflows.

During this past summer the model was used to determine the appropriate size and location, or locations, of constructing one or more equalization basins needed to prevent hydraulic overloads at the Wastewater Treatment Plant during certain design storm events. We have negotiated an engineering contract with Gresham Smith & Partners to provide professional and technical services related to a site suitability evaluation for a peak flow storage facility. The negotiated not-to-exceed price of the contract is $54,000.

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

Councilman Womack made a motion, seconded by Councilman Woodford, to authorize the City Manager to enter into a contract for the Wastewater Treatment Plant as recommended. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Vice-Mayor Larry Epps
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

The City Clerk announced that the motion carried.

COOKEVILLE CITY COUNCIL
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CONSIDER AWARDING BID FOR 2015 CIPP PROJECT – WATER QUALITY CONTROL DEPT.

CITY OF COOKEVILLE
DEPARTMENT OF WATER QUALITY CONTROL
2015 CIPP PROJECT

DATE OF BID OPENING: 8-Jan-15 TIME: 10:00 A.M.
BIDS OPENED BY: BARRY K TURNER
BIDS WITNESS BY: CAREY VAUGHN

PLAN HOLDERS	BID				
INLAND PIPE REHAB	$504,165.00				
INSITUFORM TECHNOLOGIES, LLC	**$415,920.25**				
LAYNE CHRISTENSEN CO	DNB				
MOORE CONST COMPANY, INC	DNB				
SAK	$471,077.00				

DNB - DID NOT BID

WE, THE UNDERSIGNED, DO HEREBY RECOMMEND THAT - INSITUFORM TECHNOLOGIES, LLC - BE AWARDED THIS CONTRACT FOR THE FOLLOWING REASON: LOW BID MEETING SPECIFICATIONS

RECOMMENDED: DEPARTMENT HEAD

APPROVAL: CITY MANAGER

BUDGET AVAILABILITY: FINANCE DIRECTOR

Councilman Woodford made a motion, seconded by Councilman Womack, to award the 2015 CIPP Project bid as recommended. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Vice-Mayor Larry Epps
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

The City Clerk announced that the motion carried.

CONSIDER AUTHORIZING THE CITY MANAGER TO NEGOTIATE A CONTRACT FOR SPECIALIZED ARCHITECTURAL/ENGINEERING SERVICES FOR THE PROPOSED POLICE DEPT. HEADQUARTERS & FUTURE FACILITIES

Randy Evans, Police Chief, stated that six (6) firms submitted proposals for Architectural/Engineering Services and the best evaluated proposal was submitted from Architects Design Group in Dallas, TX.

Councilman Womack made a motion, seconded by Councilman Woodford, to authorize the City Manager to negotiate an engineering contract for the needs assessment/master planning for the proposed Police Department Headquarters & Future Facilities Project. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Vice-Mayor Larry Epps
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

The City Clerk announced that the motion carried.

COOKEVILLE CITY COUNCIL
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CITIZENS REQUEST FOR HEARING BEFORE CITY COUNCIL:

The Council recognized some of the Leadership Putnam Group!!

HEARING FROM OFFICERS, COUNCILMEN AND CITY MANAGER:

HOLD A PUBLIC HEARING ON THE PROGRESS REPORT ON THE PLAN OF SERVICES FOR THE FOLLOWING ANNEXATION AREAS: OLD SPARTA ROAD/ HORACE LEWIS ROAD; OLD BRIDGE ROAD/FALLING WATER RIVER; BUCK MOUNTAIN ROAD/ DRY VALLEY ROAD; EAST HIGHWAY 70N/INTERSTATE 40; WEST COOKEVILLE/ INTERSTATE 40; SHAG RAG ROAD; REBECCA PLACE/ BUNKER HILL ROAD; BUNKER HILL ROAD/ LOVELADY ROAD; FREEHILL ROAD/NORTH WASHINGTON AVENUE; SOUTH WILLOW AVENUE; AND BENNETT ROAD EXTENSION AREAS

NOTICE OF PUBLIC HEARING
CITY OF COOKEVILLE
ANNUAL PROGRESS REPORTS
PLANS OF SERVICES FOR ANNEXATION AREAS

Notice is hereby given that the Cookeville City Council will hold a Public Hearing at its meeting on Thursday, January 15, 2015 at 5:30 p.m. in the Council Room at City Hall. The purpose of this Hearing is to present Annual Progress Reports on the status of extending services to areas annexed by the City of Cookeville as specified in the Plans of Services for each of the areas. All interested citizens are invited to attend this Hearing. The Progress Reports for these annexation areas are as follows:

ANNUAL PROGRESS REPORT
PLANS OF SERVICES

Tennessee Code Annotated, Section 6-51-108 requires that annual reports be prepared and published on the progress of extending the services to annexed areas as specified in the Plans of Services. The areas annexed by the City of Cookeville requiring annual progress reports are as follows:

OLD SPARTA ROAD/HORACE LEWIS ROAD AREA, R00-02-06, effective June 15, 2000
OLD BRIDGE ROAD/FALLING WATER RIVER AREA, R00-03-10, effective June 15, 2000
BUCK MOUNTAIN ROAD/DRY VALLEY ROAD AREA, R00-03-11, effective July 19, 2000
EAST HIGHWAY 70N/INTERSTATE 40 AREA, R00-09-24, effective January 7, 2001
WEST COOKEVILLE/INTERSTATE 40 AREA, R02-06-11, effective August 8, 2002
SHAG RAG ROAD AREA, R06-02-01, effective March 18, 2006
REBECCA PLACE/BUNKER HILL ROAD AREA, R06-11-23, effective January 21, 2007
BUNKER HILL ROAD/LOVELADY ROAD AREA, R07-06-06, effective September 2, 2007
FREEHILL ROAD/NORTH WASHINGTON AVENUE AREA, R09-08-11, effective October 17, 2009
SOUTH WILLOW AVENUE AREA, R11-11-16, effective January 15, 2012
BENNETT ROAD EXTENSION AREA, R12-10-10, effective January 17, 2013

The Plans of Services for these areas each address the following services: police protection, fire protection, water service, sanitary sewer service, solid waste collection and disposal, street maintenance, street name signs, planning and zoning, inspection services, electrical service, street lighting, recreational facilities, and natural gas service. According to the Directors of the applicable City Departments, the following progress has been made toward extending the services specified in the Plans of Services for the above Annexation Areas:

OLD SPARTA ROAD/HORACE LEWIS ROAD AREA
All services have been provided to this area as specified in the Plan of Services with the exception of sanitary sewer service. The Plan of Services specifies that sanitary sewer is not anticipated until approximately 15 years after the effective date of annexation. Sewer line construction is underway and is scheduled to be completed in 2015.

OLD BRIDGE ROAD/FALLING WATER RIVER AREA
All services have been provided to this area as specified in the Plan of Services with the exception of sanitary sewer. The Plan of Services specifies that sanitary sewer will be provided based upon the same criteria, standards and policies used to determine the expansion of sanitary sewer service in the unserved portions of the present corporate limits. Construction of sanitary sewer improvements for part of this area (111 parcels) is underway and is scheduled to be completed in 2015.

BUCK MOUNTAIN ROAD/DRY VALLEY ROAD AREA
All services have been provided to this area as specified in the Plan of Services with the exception of sanitary sewer and electric service. The Plan of Services specifies that sanitary sewer will be provided based upon the same criteria, standards and policies used to determine the expansion of sanitary sewer service in the unserved portions of the present corporate limits and that electric service will be provided within 3 years after the city acquires the service area. All customers should be served by the Cookeville Electric Department within 3 months.

EAST HIGHWAY 70N/INTERSTATE 40 AREA
All services have been provided to this area as specified in the Plan of Services with the exception of water service and sanitary sewer. The Plan of Services specifies that water service improvements will be completed within 15 years after the effective date of annexation and that sanitary sewer will be provided based upon the same criteria, standards and policies used to determine the expansion of sanitary sewer service in the unserved portions of the present corporate limits. One additional fire hydrant remains to be installed in the area. The necessary TDOT permits have been obtained and the hydrant is scheduled to be installed in 2015. Two phases of public sewer installation have been completed serving approximately 165 parcels.

WEST COOKEVILLE/INTERSTATE 40 AREA
All services have been provided to this area as specified in the Plan of Services with the exception of water service, sanitary sewer, street lighting, and electric service. The Plan of Services specifies that water service will be provided within 5 years after the city acquires the service areas, that sanitary sewer will be provided based upon the same criteria, standards and policies used to determine the expansion of sanitary sewer service in the unserved portions of the present corporate limits, and that street lighting and electric service will be provided within 1 year after the city acquires the service area. Electric service and street lighting have been provided to approximately 95 % of the area and will be completed as part of the I40 5th Interchange project. The installation of electric, gas, water and sewer service in the Highlands Business Park was completed in 2012/2013. An evaluation of the acquisition of the water service area, north of I40, was initiated in 2013 and a draft report has been reviewed and is being finalized. South of I40, 33 water customers have been acquired and now receive water from the City of Cookeville.

SHAG RAG ROAD AREA
All services have been provided to this area as specified in the Plan of Services with the exception of sanitary sewer. The Plan of Services specifies that sanitary sewer will be provided based upon the same criteria, standards and policies used to determine the expansion of sanitary sewer service in the unserved portions of the present corporate limits.

REBECCA PLACE/BUNKER HILL ROAD AREA
All services have been provided to this area as specified in the Plan of Services with the exception of sanitary sewer. The Plan of Services specifies that sanitary sewer will be provided within 20 years after the effective date of annexation. Sanitary sewer service has been provided to 2 parcels in the Rebecca Place Subdivision.

BUNKER HILL ROAD/LOVELADY ROAD AREA
All services have been provided to this area as specified in the Plan of Services with the exception of sanitary sewer and natural gas. The Plan of Services specifies that sanitary sewer will be provided within 20 years after the effective date of annexation and that natural gas service will be provided based upon customer demand and when economically feasible. Natural gas has been provided to 14 customers.

FREE HILL ROAD/NORTH WASHINGTON AVENUE AREA
All services have been provided to this area as specified in the Plan of Services with the exception of sanitary sewer improvements. The Plan of Services specifies that sanitary sewer will be provided within 25 years after the effective date of annexation.

SOUTH WILLOW AVENUE AREA
All services have been provided to this area as specified in the Plan of Services with the exception of sanitary sewer service and street lights. The Plan of Services specifies that sanitary sewer will be provided based upon the same criteria, standards and policies used to determine the expansion of sanitary sewer service in the unserved portions of the present corporate limits. Sanitary sewer has been provided to 13 parcels in this area. The Cookeville Electric Department is working with UCEMC for the completion of the installation of street lighting, which is expected to be within 1 month.

BENNETT ROAD EXTENSION AREA
All services have been provided to this area as specified in the Plan of Services with the exception of water service and sanitary sewer. 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 and a draft report has been reviewed and is being finalized. The Plan of Services specifies that sanitary sewer will be provided based upon the same criteria, standards and policies used to determine the expansion of sanitary sewer service in the unserved portions of the present corporate limits. A sanitary sewer line, under Interstate 40, which is required to provide service north of the Interstate, is under construction.

James Mills
Planning Director

MAYOR'S COMMENTS:

No comments.

There being no further business, Mayor Shelton declared the meeting adjourned at 6:08 p.m.

Ricky Shelton, Mayor

ATTEST:

Cathy McClain, City Clerk