COOKEVILLE CITY COUNCIL
REGULAR MEETING
FEBRUARY 19, 2015
5:30 P.M.

The Council of the City of Cookeville met in regular session on Thursday, February 19, 2015, at 5:30 p.m., in the Municipal Building, 45 East Broad Street. Pastor Steve Tiebout with the River Church 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 Jim Woodford

ABSENT: Councilman Charles Womack

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 Councilman Henry, to add item #7E – consider approval of MOU with Auxin, LLC 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 Jim Woodford

ABSENT: Councilman Charles Womack

The City Clerk announced that the motion carried.

APPOINTMENTS, PROCLAMATIONS, PRESENTATIONS OR AWARDS:

No business to consider.

OLD BUSINESS:

CONSIDER APPROVAL OF MINUTES OF COUNCIL MEETING HELD ON FEBRUARY 5, 2015

Councilman Woodford 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 Jim Woodford

ABSENT: Councilman Charles Womack

The City Clerk announced that the motion carried.

COOKEVILLE CITY COUNCIL
MINUTES
FEBRUARY 19, 2015

CONSIDER ON SECOND AND FINAL READING ORDINANCE #O15-02-02, TO AMEND THE COOKEVILLE MUNICIPAL CODE TITLE 12, CHAPTER 8, SECTION 12-801, ENERGY CONSERVATION CODE

Councilman Woodford made a motion, seconded by Councilman Henry, to approve on second and final reading Ordinance #O15-02-02. Upon call for a vote, the following voted aye:

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

ABSENT: Councilman Charles Womack

The City Clerk announced that the motion carried.

HOLD A PUBLIC HEARING AND CONSIDER ON SECOND AND FINAL READING ORDINANCE #O15-02-04, AMENDING THE BUDGETS OF THE GENERAL FUND, DRUG FUND & ECONOMIC DEVELOPMENT FUND OF THE CITY OF COOKEVILLE, TN, FOR THE FISCAL YEAR ENDED JUNE 30, 2015

Councilman Henry made a motion, seconded by Councilman Woodford, to approve on second and final reading Ordinance #O15-02-04. Upon call for a vote, the following voted aye:

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

ABSENT: Councilman Charles Womack

The City Clerk announced that the motion carried.

CONSENT AGENDA:

CONSIDER AWARDING BIDS FOR SEMI-ANNUAL PAVING AND MINERAL AGGREGATE – PUBLIC WORKS DEPARTMENT

COOKEVILLE CITY COUNCIL
MINUTES
FEBRUARY 19, 2015

CITY OF COOKEVILLE
BID TABULATION RECORD

PAVING, ASPHALT MIX AND MILLING

6 MONTH CONTRACT - FEBRUARY 20 - AUGUST 20, 2015

DEPARTMENT: Public Works
BIDS OPENED BY: Greg Brown
OPENING WITNESSED BY: Mike Netherton

DATE OF BID OPENING: February 3, 2015
TIME OF BID OPENING: 10:00 AM

	COMPLETE IN PLACE - PRICE PER TON				CITY PICK UP		MILLING				
BIDDERS	GRADE D	GRADE E	GRADE A	B-MOD	411 E	COLD MIX	MOBILIZATION AND SET UP PER L.S.	1" DEPTH PER S.Y.	1 1/2" DEPTH PER S.Y.	2" DEPTH PER S.Y.	2 1/2" DEPTH PER S.Y.
HIGHWAYS, INC.	$88.50	$78.50	$66.50	$76.50	$68.00	$88.00	$2,000.00	$1.75	$2.45	$3.50	$4.45
LOJAC ENTERPRISES	$93.50	$83.50	$70.50	$80.50	$70.00	$80.00	$2,500.00	$1.95	$2.95	$3.95	$4.95

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM HIGHWAYS, INC - (LOJAC FOR COLD MIX)

BE AWARDED FOR THE FOLLOWING REASON: LOW BID

Greg Brown
RECOMMENDED: DEPT DIRECTOR

BUDGET AVAILABILITY: FINANCE DIRECTOR

APPROVAL: CITY MANAGER

CITY OF COOKEVILLE
BID TABULATION RECORD

ROCK

6 MONTH CONTRACT - FEBRUARY 20 - AUGUST 20, 2015

DEPARTMENT: Public Works
BIDS OPENED BY: Greg Brown
OPENING WITNESSED BY: Mike Netherton

DATE OF BID OPENING: February 3, 2015
TIME OF BID OPENING: 10:00 am

BIDDERS	CRUSHER RUN	#57 STONE	2 INCH ROCK	CLEAN RIPRAP	PUG MIX	SHOT ROCK	DELIVERY COST
ROGERS GROUP	$8.45	$11.90	$10.75	$13.00	$9.00	$8.45	$3.50
VULCAN MATERIALS	$9.00	$14.00	$14.00	$14.00	$9.00	$9.00	$3.75

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM ROGERS GROUP

BE AWARDED FOR THE FOLLOWING REASON: LOW BID

Greg Brown
RECOMMENDED: DEPT. DIRECTOR

BUDGET AVAILABILITY: FINANCE DIRECTOR

APPROVAL: CITY MANAGER

CONSIDER AWARDING BIDS FOR TRANSFORMERS, FIBERGLASS POLES AND UNIFORMS – ELECTRIC DEPARTMENT

COOKEVILLE CITY COUNCIL
MINUTES
FEBRUARY 19, 2015

CITY OF COOKEVILLE
ELECTRIC DEPT.
BID TABULATION SCHEDULE
BID NOTICE # 15010901

DATE OF BID OPENING: 1-21-2015 **TIME:** 2:15 PM CST
BIDS OPENED BY: Glenn Greenwood
BIDS WITNESSED BY: Tiffany Capps
DEPARTMENT: Electric

BIDDERS / QTY	50 Kva Csp Transformer 24	evaluated cost						
Border States	$ 1,254.00 $ 30,096.00	$ 2,335.00						
Stuart Irby	$ 1,673.00 $ 40,152.00	$ 2,809.00						
HD Supply	**$ 1,219.00 $ 29,256.00**	**$ 2,304.00**						

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM HD Supply

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

RECOMMENDED: DEPT. HEAD **APPROVAL: CITY MANAGER**

CITY OF COOKEVILLE
ELECTRIC DEPT.
BID TABULATION SCHEDULE
BID NOTICE # 15011401

DATE OF BID OPENING: 2-4-2015 **TIME:** 2:00 PM CST
BIDS OPENED BY: Glenn Greenwood
BIDS WITNESSED BY: Tiffany Capps
DEPARTMENT: Electric

BIDDERS / QTY	30' Fiberglass Pole 36							
Stuart Irby	**$ 701.00 $ 25,236.00**							
Wesco	$ 706.00 $ 25,416.00							
Deco	No Bid							
Border States	No Bid							

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 # 15012601

DATE OF BID OPENING: 2-10-2015 **TIME:** 2:00 PM CST
BIDS OPENED BY: Glenn Greenwood
BIDS WITNESSED BY: Tiffany Capps
DEPARTMENT: Electric

BIDDERS / QTY	item 1 F.R. Work Shirt w/FR Thread	item 2 F.R. Work Jacket w/FR Thread	item 3 F.R. Work Pants	item 4 F.R. Bib Coveralls & Jacket	item 5 Work T-Shirt	item 6 Short Sleeve Polo Shirt	item 7 Short Sleeve Work Shirt	
Perfect Fit	**$49.50/ea**	**$154.00/ea**	$51.00/ea	$348.00/ea	$12.75/ea	$22.00/ea	$21.50/ea	
Unifirst	$55.00/ea	$234.00/ea	$64.00/ea	No Bid	**$11.99/ea**	**$19.19/ea**	**$16.79/ea**	
Aramark	No Bid	No Bid	No Bid	$460.73/ea	No Bid	No Bid	$16.99/ea	
Wesco	No Bid	No Bid	**$49.00/ea**	**$310.00/ea**	No Bid	No Bid	No Bid	
G & K	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM Items 1-2 **Perfect Fit** Items 3-4 **Wesco** Items 5-7 **Unifirst**

BE AWARDED FOR THE FOLLOWING REASON: low bid meeting specs

RECOMMENDED: DEPT. HEAD **APPROVAL: CITY MANAGER**

Councilman Woodford made a motion, seconded by Vice-Mayor Epps, to approve the consent agenda items as recommended. Upon call for a vote, the following voted aye:

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

ABSENT: Councilman Charles Womack

The City Clerk announced that the motion carried.

NEW BUSINESS – PUBLIC HEARINGS AND ACTION ITEMS:

CONSIDER AUTHORIZING THE CITY MANAGER TO ENTER INTO AN ENGINEERING CONTRACT FOR THE WASTEWATER TREATMENT PLANT IMPROVEMENT PROJECT

MEMORANDUM

TO: City Council
City Manager

FROM: Ronnie J. Kelly, Director RJK

DATE: February 12, 2015

SUBJ: Engineering Proposal – Wastewater Treatment Plant Improvements

During the next City Council meeting I will be seeking authorization for the City Manager to enter into an engineering contract with Consolidated Technologies, Inc., to provide consulting engineering services necessary to design miscellaneous improvements and equipment replacement at the Wastewater Treatment Facility.

The contract will accomplish the following:

1) Repair leaking cracks in walls of Oxidation Ditches 1 & 2, repair leaking expansion joints in all ditches, and other misc. concrete repairs;
2) Replace UV disinfection equipment, which has reached the end of its useful life;
3) Add water spray to lower screw pumps;
4) Replace various valves and operator stems;
5) Replace various doors, windows, and lights;
6) Replace and upgrade PLC's, upgrade SCADA system, and add cameras at key locations within the facility.

We have negotiated a not-to-exceed contract amount of $101,500, which is included in our current budget, and would recommend City 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 Henry, to authorize the City Manager to enter into an engineering contract for the Wastewater Treatment Plant Improvement Project as recommended. Upon call for a vote, the following voted aye:

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

ABSENT: Councilman Charles Womack

The City Clerk announced that the motion carried.

CONSIDER AUTHORIZING THE CITY MANAGER TO ENTER INTO AN ENGINEERING CONTRACT FOR THE LAGOON CLEANING AT THE WATER TREATMENT PLANT

TO: City Council
City Manager

FROM: Ronnie J. Kelly, Director RJK

DATE: February 12, 2015

SUBJ: Engineering Proposal – Lagoon Cleaning at Water Treatment Plant

During the next City Council meeting I will be seeking authorization for the City Manager to enter into an engineering contract with Consolidated Technologies, Inc., to provide consulting engineering services necessary for the cleanout of two lagoons located at our Water Treatment Plant Facility.

The contract will accomplish the following:

1) Determine solids inventory and characterization;
2) Prepare specifications and contract documents necessary to bid and award the project;
3) Review and approve contractor submittals, review pay requests, inspect project, and recommend payment;
4) Provide an estimate of probable cost to concrete line lagoon #2.

We have negotiated a not-to-exceed contract amount of $20,800, which is a budgeted item, and would recommend City Council approval.

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

Councilman Woodford made a motion, seconded by Vice-Mayor Epps, to authorize the City Manager to enter into an engineering contract for the Lagoon Cleaning at the Water Treatment Plant as recommended. Upon call for a vote, the following voted aye:

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

ABSENT: Councilman Charles Womack

The City Clerk announced that the motion carried.

CONSIDER AUTHORIZING THE CITY MANAGER TO ENTER INTO AN ENGINEERING CONTRACT FOR THE TTU SEWERSHED EVALUATION

TO: City Council
City Manager

FROM: Ronnie J. Kelly, Director RJK

DATE: February 9, 2015

SUBJ: Engineering Proposal – TTU Sewershed Evaluation

During the next City Council meeting I will be seeking authorization for the City Manager to enter into an engineering contract with Gresham Smith and Partners to provide consulting engineering and sewer system evaluation services necessary to evaluate the condition of the TTU sanitary sewershed. The evaluation is necessary to reduce excessive flows reaching the pumping station during periods of heavy rainfall and high ground water levels.

The contract will accomplish the following:

1) Provide an assessment of the hydraulic characteristics and capacity of the sewers using temporary flow monitors and rainfall gauges for a minimum of 90-days;

2) Perform CCTV inspection and smoke testing on 48,000 ft. of sewer line, inspection of 182 manholes, and a physical survey of the TTU sewershed;

3) Evaluate the performance of the TTU sewer pumping station;

4) Assess the hydraulic loading limitations related to diurnal flows recorded in the drainage basin;

5) Utilize flow data to update the hydraulic model as needed to assess impact of TTU sewershed flows on downstream sewersheds; and,

6) Develop reports to summarize findings and recommendations to implement corrective action measures to reduce sanitary sewer overflows.

We have negotiated a not-to-exceed contract amount of $228,125, which is included in our current budget, and would recommend City Council approval.

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

Councilman Henry made a motion, seconded by Councilman Woodford, to authorize the City Manager to enter into an engineering contract for the TTU Sewershed Evaluation as recommended. Upon call for a vote, the following voted aye:

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

ABSENT: Councilman Charles Womack

The City Clerk announced that the motion carried.

CONSIDER APPROVAL OF CHANGE ORDER #1 ON THE 2014 WATER AND SEWER LINE REPLACEMENT PROJECT

MEMORANDUM

TO: City Manager
City Council

FROM: Ronnie J. Kelly, Director RJK

DATE: February 11, 2015

SUBJ: Change Order – 2014 Water and Sewer Line Replacement Project

On November 20th, 2014, the City Council approved a contract for a water and sewer line replacement project. The project was awarded to John T. Hall Construction, Inc., for $194,847.

After the project was bid we became aware that TDOT would not allow a culvert crossing that dissects 12th Street, as originally designed, due to TDOT's concerns with potential conflicts with any future road widening project. This will require that we install the force main beyond the end of the culver and cross a creek. While designing the re-route it was discovered that we have an existing waterline and sewer lateral, which also crosses the creek, that have been eroded and are now exposed. The change order will install the force main, cap the existing water line, and replace the sewer lateral and provide a concrete cap.

We have negotiated with the contractor a price of $15,000 to complete the needed installation and repairs. We believe that the price is fair to all parties and would recommend Council approval.

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

Councilman Henry made a motion, seconded by Councilman Woodford, to approve Change Order #1 on the 2014 Water and Sewer Line Replacement Project as recommended. Upon call for a vote, the following voted aye:

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

ABSENT: Councilman Charles Womack

The City Clerk announced that the motion carried.

COOKEVILLE CITY COUNCIL
MINUTES
FEBRUARY 19, 2015

CONSIDER APPROVAL OF MOU WITH AUXIN, LLC

Melinda Keifer, Economic & Community Development Coordinator, explained the following:

- The MOU recognizes that the City desires to identify parcels that are in need of Development.
- The MOU states that the City of Cookeville believes that Tax-Increment Financing could provide incentives to spur development in needed areas.
- The MOU states that at such time that Auxin, LLC has established a project on an identified parcel, that they will provide to the City a Master Development Agreement and an Economic Impact Plan as required by TCA 7-53-312.
- The MOU establishes good faith effort and cooperation between the City of Cookeville and Auxin.
- The MOU is a non-binding agreement.

Councilman Woodford made a motion, seconded by Vice-Mayor Epps, to approve the MOU with Auxin, LLC as recommended. Upon call for a vote, the following voted aye:

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

ABSENT: Councilman Charles Womack

The City Clerk announced that the motion carried.

CITIZENS REQUEST FOR HEARING BEFORE CITY COUNCIL:

No comments.

HEARING FROM OFFICERS, COUNCILMEN AND CITY MANAGER:

RECEIVE THE CITY'S FINANCIALS FOR 7-1-14 THROUGH 12-31-14

Mike Davidson, Finance Director, gave a detailed report of the city's financials for 7-1-14 through 12-31-14.

MAYOR'S COMMENTS:

Mayor Shelton thanked all the City Employees for their great work during the ice storm.

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

_____
Ricky Shelton, Mayor

ATTEST:

_____
Cathy McClain, City Clerk