# COOKEVILLE CITY COUNCIL
# REGULAR MEETING
# JANUARY 7, 2016
# 5:30 P.M.

The Council of the City of Cookeville met in regular session on Thursday, January 7, 2016, at 5:30 p.m., in the Municipal Building, 45 East Broad Street. Pastor Ron Allen of the Living Hope 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 Charles Womack
Councilman Jim Woodford

Also present: Mike Davidson, City Manager; Cathy McClain, City Clerk and Lane Moore, serving as City Attorney.

## CONSIDER APPROVAL OF AGENDA AS PRESENTED

Councilman Woodford made a motion, seconded by Councilman Henry, to approve the agenda as submitted. 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 REAPPOINTMENT TO THE COOKEVILLE MUNICIPAL PLANNING COMMISSION

**MEMORANDUM**

**TO:** CITY COUNCIL MEMBERS

**FROM:** JAMES MILLS, PLANNING DIRECTOR

**DATE:** JANUARY 5, 2016

**SUBJECT:** PLANNING COMMISSION APPOINTMENT

The current term of Chris Wakefield for service on the Planning Commission expires January 2016. Members of the Planning Commission serve five-year terms and are appointed by the City Council. Mr. Wakefield has indicated that he would like to continue to serve if reappointed. The Planning Department recommends for the reappointment of Mr. Wakefield.

If you have any questions or need further information please contact me at your convenience.

Councilman Woodford made a motion, seconded by Councilman Henry, to reappoint Chris Wakefield to the Cookeville Municipal Planning Commission 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 REAPPOINTMENT TO THE BOARD OF ZONING APPEALS**

**MEMORANDUM**

**TO:** CITY COUNCIL MEMBERS

**FROM:** JAMES MILLS, PLANNING DIRECTOR

**DATE:** JANUARY 5, 2016

**SUBJECT:** BOARD OF ZONING APPEALS APPOINTMENT

The current term of Jane Flatt as a member of the Board of Zoning Appeals expires January 2016. Members of the Board of Zoning Appeals serve three-year terms and are appointed by the Council.

Ms. Flatt has been contacted and has agreed to continue to serve if reappointed by the City Council. The Planning Department recommends for her reappointment.

If you have any questions or need further information please contact me at your convenience.

Councilman Henry made a motion, seconded by Councilman Woodford, to reappoint Jane Flatt to the Board of Zoning Appeals 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 REAPPOINTMENTS TO THE HISTORIC ZONING COMMISSION**

**MEMORANDUM**

**TO:** CITY COUNCIL MEMBERS

**FROM:** JAMES MILES, PLANNING DIRECTOR

**DATE:** JANUARY 5, 2016

**SUBJECT:** HISTORIC ZONING COMMISSION APPOINTMENTS

The current terms of Lee Carney and Cathy Lamb as members of the Historic Zoning Commission will expire in January 2016. Both members fill community in general positions with Mr. Carney representing the East Broad-Freeze Street District and Mrs. Lamb representing the Cream City District. Members of the Historic Zoning Commission serve five-year terms and are appointed by the Mayor with confirmation by a majority vote of the City Council.

Mr. Carney and Mrs. Lamb have been contacted and have agreed to continue to serve if reappointed. The Planning Department recommends for their reappointment.

If you have any questions or need further information please contact me at your convenience.

Councilman Henry made a motion, seconded by Councilman Woodford, to reappoint Lee Carney & Cathy Lamb to the Historic Zoning Commission 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.

**OLD BUSINESS:**

**CONSIDER APPROVAL OF MINUTES OF COUNCIL MEETING HELD ON DECEMBER 17, 2015**

Councilman Womack 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 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:**

**CONSIDER AWARDING BID FOR TRANSFORMERS – ELECTRIC DEPARTMENT**

CITY OF COOKEVILLE
ELECTRIC DEPT.
BID TABULATION SCHEDULE
BID NOTICE # 15120801

DATE OF BID OPENING: 12-22-15
BIDS OPENED BY: Glenn Greenwood
BIDS WITNESSED BY: Tiffany Capps
DEPARTMENT: Electric

TIME: 2:00 PM CST

| BIDDERS | QTY | 25 Kva Pad Transformer 24 | evaluated cost |
|---|---|---|---|
| Stuart Irby | | $ 923.00<br>$ 22,152.00 | $ 1,493.78 |
| Deco | | $ 1,133.00<br>$ 27,192.00 | $ 1,736.52 |
| Anixter | | $ 1,348.00<br>$ 32,352.00 | $ 2,105.97 |
| Wesco | | $ 1,384.78<br>$ 33,234.72 | $ 2,011.48 |

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

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

RECOMMENDED: DEPT. HEAD

APPROVAL: CITY MANAGER

Councilman Woodford made a motion, seconded by Councilman Henry, to award the transformer 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.

## NEW BUSINESS – PUBLIC HEARINGS AND ACTION ITEMS:

## HOLD A PUBLIC HEARING AND CONSIDER ON FIRST READING ORDINANCE #O15-12-33, AMENDING THE ZONING CODE PERTAINING TO THE LOCATION OF WIRELESS COMMUNICATION TOWERS AND ANTENNA ARRAYS LOCATED WITHIN THE PROPERTY BOUNDARIES OF A LEGAL NON-CONFORMING AUTO SALVAGE YARD IN THE CL (LOCAL COMMERCIAL) AND RM8 (MULTI-FAMILY RESIDENTIAL) DISTRICTS

**Section 1:** That Section 215, RM-8, Multi-Family Residential District, is hereby amended by inserting in Section 215.2, Permitted Uses and Structures, a new Section 215.2K to read as follows:

215.2K Wireless communication towers and antenna arrays when located within the property boundaries of a legal nonconforming auto salvage yard and subject to compliance with the provisions of Section 206.17 of this Zoning Code.

**Section 2:** That Section 221, CL, Local Commercial District, is hereby amended by inserting in Section 221.2, Permitted Uses and Structures, a new Section 221.2P to read as follows:

221.2P Wireless communication towers and antenna arrays when located within the property boundaries of a legal nonconforming auto salvage yard and subject to compliance with the provisions of Section 206.17 of this Zoning Code.

Councilman Woodford made a motion, seconded by Councilman Henry, to approve on first reading Ordinance #O15-12-33. 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.

**HOLD A PUBLIC HEARING AND CONSIDER ON FIRST READING ORDINANCE #O15-12-35, REZONING A PORTION OF PROPERTIES LOCATED ON LONE OAK DRIVE AND IDENTIFIED AS PARCELS 12.00, 12.01 & 13.00 ON TAX MAP 66A, GROUP A FROM RS10 (SINGLE-FAMILY RESIDENTIAL) TO CG (GENERAL COMMERCIAL)**

James Mills, Planning Department Director, stated that the Cookeville Municipal Planning Commission approved this rezoning & owner will prohibit (18) wheel traffic on Lone Oak Drive.

Several residents spoke in opposition to this rezoning.

Councilman Woodford made a motion, seconded by Councilman Henry, to approve on first reading Ordinance #O15-12-35. 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 AWARDING BID FOR THIRTY (30) MDT COMPUTER MOUNTS & SIX (6) TABLETS FOR PATROL VEHICLES – POLICE DEPARTMENT**

CITY OF COOKEVILLE
BID TABULATION SCHEDULE

| | |
|---|---|
| DATE OF BID OPENING: | January 4, 2016 |
| BIDS OPENED BY: | LT Randy Brown |
| BIDS WITNESSED BY: | Cathy McClain, City Clerk; Tallas McNett, Support Tech |
| DEPARTMENT: | Police |

| ITEM | LUND KEY BOARD TRAY (mounts) | SURFACE3 LTE w/case (tablets) | |
|---|---|---|---|
| BIDDERS | | | |
| ZONES | $496.59 x 30 = $14,897.70 | $808.62 x 6 = $4,851.72 | |
| | | | |
| | | | |
| | | | |
| | | | |

WE, THE UNDERSIGNED, DO HEREBY RECOMMEND THE BID FROM: ZONES

BE AWARDED FOR THE FOLLOWING REASON: only bid/meets specifications

RECOMMENDED: DEPARTMENT HEAD

BUDGET AVAILABILITY: FINANCE DIRECTOR

APPROVAL: CITY MANAGER

Councilman Henry made a motion, seconded by Vice-Mayor Epps, to award the MDT Computer Mount & tablet 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 APPROVAL FOR PAYMENT OF SOFTWARE MAINTENANCE CONTRACTS WITH SOUTHERN SOFTWARE (SOLE-SOURCE) – POLICE DEPARTMENT**

## Software Maintenance Agreement

- Southern Software
- (1) one year maintenance agreement
- Covers RMS/CAD/MDS/NCIC/MDIS
- Total Cost $39,693.00
- Budgeted item

Councilman Womack made a motion, seconded by Councilman Woodford, to approve the payment of software maintenance contracts with Southern Software 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 APPROVAL TO PURCHASE BULK DE-ICING SALT (STATEWIDE CONTRACT) – PUBLIC WORKS DEPARTMENT

Compass Minerals

Sold-To ("Purchaser"):

Greg Brown
City of Cookeville
45 East Broad St
Cookeville, TN 38501-

Date: December 28, 2015
Document: 125935
Tel: (931) 520-5247
Fax: (931) 520-0629
Email: gbrown@cookeville-tn.
Customer #: H702350
Preferred: Fax

**Compass Minerals America Inc. (Seller) / Quotation for bulk de-icing salt**

| Quantity (TN) | Delivery Location | Price Per Ton (USD) | |
|---|---|---|---|
| 200 Tons | City of Cookeville<br>45 E Broad St<br>Cookeville, TN 38501<br>Destination #: H754174<br>Delivery Lead Time: 3 days | 92.40 Deliver | Depot: Nashville, TN<br>Product: 7608 C.C. Rock Salt w/ Anti-caking-South<br>Mode of Transport: DUMP (END OR BOTTOM)<br>Distance: 86.7 Miles |

Purchase agreement subject to prior sale
Initial product availability dates may vary by depot
Product may be of Chilean origin

The Customer commits to purchase 80% of the quantity shown ~~and to commence receiving deliveries no later than December 31.~~ Seller may decline any orders for any reason impacting its ability to ship product, including (but not limited to) the availability of product, conditions at the terminal or production facilities, or weather conditions. The Customer will be invoiced for any tons not taken up to the 80% (unless Seller has declined to deliver those tons).

Price(s) effective through Thursday, 31 Mar 2016

**Purchaser agrees to pay the seller for such salt as and when delivered, in accordance with the price and payment terms stated above and on the reverse side of this form (unless inconsistent with the terms on this page).**

Terms are NET 30 days from shipment with approved credit.

* This proposal is open for acceptance for 12 days following date of issue, and supersedes any and all previous proposals and or contracts. Proposal must be signed indicating acceptance to be valid.
* Delivered price(s) via dump and based on full truck load quantities.
* Seller does not commit to a specific delivery lead time. Any lead time specified above is an estimated target only.
* Product is for bulk end use only and is not intended for blending and packaging without prior consent.
* Applicable taxes extra
* Compass Minerals America Inc. has no obligation to store salt after the Term, but if it chooses to make storage available it will be for a fee of $5 per month per ton.

Thank you for the opportunity to quote on your bulk de-icing salt needs.

Accepted By;

Signature:
Title:
Name:
Date:

Monica Lloyd
Sales Manager - (800) 323-1641 x 9360
Compass Minerals America Inc.

Please sign and return by fax to 913-338-7945 or e-mail highwaygroup@compassminerals.com or by mail
Order placement and inquiries Monday through Friday - 7:00 am to 5:00 pm.

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9900 W. 109th Street, Suite 600, Overland Park, KS 66210

Councilman Woodford made a motion, seconded by Councilman Womack, to approve the purchase of bulk de-icing salt as submitted. 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 AWARDING CONSTRUCTION BID FOR BENNETT ROAD EXTENSION PROJECT PIN #117571.00**

**Consider award of low bid for Bennett Road Extension PIN:117571.00 – Rogers Group**

- Southern portion of the project from Interstate 40 to Buffalo Valley Road
- Approximately 1.55 miles in length
- Includes two 12-ft travel lanes with 8-ft open shoulders and roadside ditches
- Includes new signalized intersection with mast arms at Buffalo Valley Road
- Includes two box culverts, several new cross drains, natural stream alignments, modifications to existing cross drains and proposed 12 inch waterline installation

**Bid Tabulation Summary for the Bennett Road (South) Extension project:**

| | |
|---|---|
| **Rogers Group, Inc.** | **$4,547,319.39** |
| Jones Bros., Inc. | $5,106,299.16 |
| LoJac Enterprises, Inc. | $6,058,122.40 |
| Twin K Contractors, Inc. | $6,296,628.69 |
| Engineer's Estimate | $5,893,398.76 |

Councilman Henry made a motion, seconded by Councilman Woodford, to award the construction bid for Bennett Road Extension Project PIN #117571.00 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 AWARDING CONSTRUCTION BID FOR BENNETT ROAD EXTENSION PROJECT PIN #117572.00**

## Consider award of low bid for Bennett Road Extension PIN:117572.00 – Rogers Group

- Northern portion of the project from Buffalo Valley Road to US-70N/SR-24
- Approximately 1.16 miles in length
- Includes two 12-ft travel lanes with 8-ft open shoulders and roadside ditches
- Includes new signalized intersection with mast arms at Highway 70
- Highway 70 will be widened for a new center turn lane and new right turn lane
- Includes several new cross drains, a three-span 172-ft concrete bridge over NERR, modifications to existing cross drains and proposed 12 inch waterline installation

**Bid Tabulation Summary for the Bennett Road (North) Extension project:**

| | |
|---|---|
| **Rogers Group, Inc.** | **$4,721,404.27** |
| Jones Bros., Inc. | $5,011,384.31 |
| LoJac Enterprises, Inc. | $6,528,924.55 |
| Twin K Contractors, Inc. | $5,388,577.50 |
| Engineer's Estimate | $5,823,236.65 |

Councilman Woodford made a motion, seconded by Mayor Shelton, to award the construction bid for Bennett Road Extension Project PIN #117572.00 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 APPROVAL TO PURCHASE NEW PUMP FOR WATER PLANT (SOLE-SOURCE) – WATER QUALITY CONTROL DEPARTMENT

**MEMORANDUM**

**TO:** City Manager
City Council

**FROM:** Ronnie J. Kelly, Director RJK

**DATE:** December 31, 2015

**SUBJ:** Pump Purchase Water Plant – Request for Payment

We recently experienced problems with one of our lagoon pumps located at our Water Treatment Plant. We priced parts to repair the pump but it is more economical to purchase a new pump and salvage parts from the old pump. This is a sole source purchase since the pump must be purchased from the manufactures representative.

We have now received the invoice on the pump and the company has requested payment. The total cost of the pump and freight equals $10,458.99. I will be presenting the request for payment during the next City Council meeting.

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

**COOKEVILLE CITY COUNCIL**
**MINUTES**
**JANUARY 7, 2016**

Councilman Woodford made a motion, seconded by Councilman Womack, to approve the purchase of a new pump 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.

**CITIZENS REQUEST FOR HEARING BEFORE CITY COUNCIL:**

No comments.

**HEARING FROM OFFICERS, COUNCILMEN AND CITY MANAGER:**

Councilman Womack announced the passing of Noble Cody a former Councilman of Cookeville & former Mayor of Algood/ developer of this community.

**MAYOR'S COMMENTS:**

Mayor Shelton & Councilman Henry announced the launching of "Envision Cookeville" on Saturday, January 23rd at the Leslie Town Centre starting at 8:30 a.m. & the goal is to receive public ideas for the future of Cookeville.

There being no further business, Mayor Shelton declared the meeting adjourned at 6:20 p.m.

_____
Ricky Shelton, Mayor

ATTEST:

_____
Cathy McClain, City Clerk