**COOKEVILLE CITY COUNCIL**
**REGULAR MEETING**
**MARCH 3, 2016**
**5:30 P.M.**

The Council of the City of Cookeville met in regular session on Thursday, March 3, 2016, at 5:30 p.m., in the Municipal Building, 45 East Broad Street. Senior Pastor Scott McKinney of the First Baptist 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 Dan Rader IV, serving as City Attorney.

**CONSIDER APPROVAL OF AGENDA AS PRESENTED**

Councilman Womack made a motion, seconded by Vice-Mayor Epps, 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:**

No business to consider.

**OLD BUSINESS:**

**CONSIDER APPROVAL OF MINUTES OF COUNCIL MEETING HELD ON FEBRUARY 18, 2016**

Councilman Woodford made a motion to dispense with the reading of the minutes and approve said minutes as submitted. The motion was seconded by Councilman Womack. 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**
**MARCH 3, 2016**

## CONSENT AGENDA:

## CONSIDER AWARDING BID FOR UNIFORMS – ELECTRIC DEPARTMENT

**CITY OF COOKEVILLE**
**ELECTRIC DEPT.**
**BID TABULATION SCHEDULE**
**BID NOTICE # 16012001**

**DATE OF BID OPENING:** 2-3-2016
**BIDS OPENED BY:** Glenn Greenwood
**BIDS WITNESSED BY:** Brandon Jones
**DEPARTMENT:** Electric
**TIME:** 2:00 PM CST

| BIDDERS | item #1 F.R. Work Shirt | item #2 F.R. Hooded Work Jkt | item #3 F.R. Canvas Work Pants | item #4 F.R. Coveralls | item #5 Short Sleeve Work Shirt | item #6 Short Sleeve T-Shirt | | |
|---|---|---|---|---|---|---|---|---|
| Perfect Fit | $57.50/ea | $158.00/ea | $54.50/ea | $330.00/ea | $28.75/ea | $20.50/ea | | |
| Wesco | $58.52/ea | No Bid | $61.96/ea | $328.57/ea | $27.30/ea | $19.57/ea | | |
| Stuart Irby | No Bid | No Bid | No Bid | No Bid | No Bid | No Bid | | |
| Unifirst | No Bid | No Bid | $84.00/ea | $486.50/ea | No Bid | $15.75/ea | | |
| Border States | $64.38/ea | No Bid | $71.25/ea | $370.00/ea | $30.00/ea | $22.50/ea | | |
| CMS Uniforms | $56.68/ea | $184.00/ea | $65.00/ea | $371.00/ea | $20.75/ea | $12.50/ea | | |
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**WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM** Items 1,5,6 CMS Uniforms Items 2,3 Perfect Fit Item 4 Wesco

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

**RECOMMENDED: DEPT. HEAD**

**APPROVAL: CITY MANAGER**

Councilman Womack made a motion, seconded by Councilman Woodford, to approve the consent agenda item 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.

## NEW BUSINESS – PUBLIC HEARINGS AND ACTION ITEMS:

## HOLD A PUBLIC HEARING AND CONSIDER ON FIRST READING ORDINANCE #O16-02-01, REZONING A PORTION OF 771 & 781 BLACKWELL PARK FROM CI (COMMERCIAL/ INDUSTRIAL MIXED USE) TO LM (LIGHT MANUFACTURING)

Councilman Womack made a motion, seconded by Councilman Woodford, to approve on first reading Ordinance #O16-02-01. 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.

**HOLD A PUBLIC HEARING AND CONSIDER ON FIRST READING ORDINANCE #O16-02-02, AMENDMENTS TO THE OFFICIAL STREET MAP**

EXHIBIT 1
2016 Proposed Amendments
City of Cookeville
Official Street Map

| NEW STREETS OR STREET EXTENSIONS | | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|---|
| STREET NAME | LOCATION | Index | Function | Feet | Miles | Surface | Condition | Width | Category | Notes |
| Brown Avenue | E 21st St to Deadend | L-17 | Deadend | 462 | 0.08 | Asphalt | Good | 40 | Local | Street Extension |
| TOTALS | | | | 462 | 0.08 | | | | | |

| STREET CLOSURES | | |
|---|---|---|
| STREET NAME | LOCATION | DESCRIPTION |
| Laurel Avenue (portion) | between W 7th Street & W 8th Street | Closure by Ordinance No. O13-10-15 |
| Laurel Avenue (portion) | between W 8th Street & W 9th Street | Closure by Ordinance No. O15-04-12 |

Councilman Woodford made a motion, seconded by Councilman Henry, to approve on first reading Ordinance #O16-02-02. 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 #O16-02-03, CLOSURE AND ABANDONMENT OF EAST 2ND STREET FROM CHERRY AVENUE TO POPLAR AVENUE, AND CLOSURE AND ABANDONMENT OF A PORTION OF POPLAR AVENUE FROM CRAIGHEAD DRIVE TO THE SOUTHERN BOUNDARY LINE OF 121 POPLAR AVENUE (TAX MAP #53B-G-4.00), AND CLOSURE AND ABANDONMENT OF AN UNDEVELOPED RIGHT-OF-WAY OF CRAIGHEAD DRIVE FROM CHERRY AVENUE TO THE RAILROAD RIGHT-OF-WAY AND DECLARING ALL OF THE CLOSURES AS SURPLUS**

Councilman Woodford made a motion, seconded by Councilman Henry, to approve on first reading Ordinance #O16-02-03, subject to retention of utility easements – electric/gas. 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 FOR APPROVAL ADOPTION OF REVISED COVENANTS FOR THE HIGHLANDS BUSINESS PARK**

**Adoption of revised Covenants for the Highlands Business Park:**
To bring the Protective and Restrictive Covenants of the Park more aligned with existing City Municipal Code

- **Aligns Park sign regulations with existing codes and establishes a corridor along Interstate 40 for billboard signage requiring the sign to be oriented toward I-40.**

- **Refers design standards to the Architectural Design Standards of the City of Cookeville.**

- **Refers noise standards to existing Anti-Noise regulations for the City of Cookeville.**

Councilman Henry made a motion, seconded by Councilman Woodford, to adopt the revised covenants for the Highlands Business Park 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) 520-0829
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 | 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: 7606 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.

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

Accepted By;
Signature: Greg Brown
Title: Public Works Director
Name: Greg Brown
Date: 1-8-16

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 Womack made a motion, seconded by Councilman Woodford, to approve the purchase of bulk de-icing salt 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 EXECUTE ENGINEERING CONTRACT AMENDMENT NO. 1 TO THE VICTOR PROJECT (WATER/SEWER IMPROVEMENTS)

### MEMORANDUM

**TO:** City Council
City Manager

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

**DATE:** February 25, 2016

**SUBJ:** Proposed Engr. Contract Amendment #1 – Victor Project

During the next City Council meeting I will be seeking authorization for the City Manager to approve Engineering Contract Amendment No. 1 to the Victor Water and Sewer Improvements Engineering Contract. The original contract called for designing the water and sewer infrastructure required for Project Victor. At the time, it was anticipated that our department would inspect part of the proposed sewer installation. During the design, Victor's sewer line location was modified. This allowed us to go ahead and place a section of a future sewer line into the TDOT Interchange Project. Being in the TDOT Project will require a full time resident inspector to be on site, able to deal with any issues that arise with the sewer installation and to meet and comply with all TDOT requirements.

The original Engineering contract price totaled $88,800. The proposed amendment adds $32,000 to the contract price for these services.

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

Councilman Woodford made a motion, seconded by Councilman Henry, to authorize the City Manager to execute Engineering Contract Amendment No. 1 to the Victor Project 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 ENTER INTO A WATER LINE AGREEMENT (RIDGEDALE DRIVE) WITH THE NASHVILLE AND EASTERN RAILROAD**

**MEMORANDUM**

**TO:** City Council
City Manager

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

**DATE:** February 26, 2016

**SUBJ:** Railroad Water Line Agreement – Bennett Road North Road

During the next City Council meeting I will be seeking authorization for the City Manager to enter into a Water Line Agreement with the Nashville and Eastern Railroad. Our department is planning to install a new 10-inch water line in the Ridgedale Drive realignment project, which requires crossing the railroad ROW.

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

Mayor Shelton made a motion, seconded by Councilman Woodford, to authorize the City Manager to enter into a Water Line Agreement with Nashville and Eastern Railroad, but the city does not waive its immunity provided under the Governmental Tort Liability Act. 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 AGREEMENT TO RETAIN HALL & ASSOCIATES FOR ADVICE ON THE REPAIR FEES FOR CENTER HILL DAM**

**MEMORANDUM**

TO: City Manager
City Council

FROM: Ronnie J. Kelly, Director

DATE: March 1, 2016

SUBJ: Request authorization to retain Hall & Associates – Corps of Engineers Dam Repair Costs Calculation

During the next City Council Meeting I will be requesting that the City Council authorize the City Manager to enter into an agreement to retain Hall & Associates to advise our department on Dam Repair Fees attributed to the repair of Center Hill Dam. The terms of the agreement are on an hourly rate and capped at a not to exceed amount of $20,000.

We have used Hall & Associates in prior negotiations on various issues important to our Department and would recommend Council approval.

If you have any questions concerning this matter 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 an agreement for advice on the repair fees for Center Hill Dam 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.

**RECEIVE THE CITY'S FINANCIALS FOR 7-1-15 THROUGH 1-31-16**

Brenda Imel, Finance Director, gave a detailed report of the city's financials for 7-1-15 through 1-31-16.

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

No request at this time.

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

Councilman Womack announced that the City of Cookeville did receive a $5,000.00 state grant for the "Healthier Tennessee" Program.

**MAYOR'S COMMENTS:**

Mayor Shelton commended Councilman Womack for his hard work in receiving the "Healthier Tennessee" grant funds.

There being no further business, Mayor Shelton declared the meeting adjourned at 6:10 p.m.

_____
Ricky Shelton, Mayor

ATTEST:

_____
Cathy McClain, City Clerk