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

The Council of the City of Cookeville met in regular session on Thursday, April 7, 2016, 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
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

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

Mayor Shelton asked everyone to pray for the Larry Epps family (passing of father-in-law) & praised the efforts of our Police & Fire Departments during the recent fire on Cypress Avenue.

CONSIDER APPROVAL OF AGENDA AS PRESENTED

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

Mayor Ricky Shelton
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

APPOINTMENTS, PROCLAMATIONS, PRESENTATIONS OR AWARDS:

CONSIDER REAPPOINTMENTS TO THE PUBLIC BUILDING AUTHORITY

Leslie
TOWN CENTRE

March 11, 2016

Mr. Mike Davidson, City Manager
City of Cookeville
P.O. Box 998
Cookeville, TN 38501

Dear Mike:

The Public Building Authority of the City of Cookeville respectfully submits the following reappointments to the board:

	Term #	Term Expiration (6 yrs.)
Garry Floeter, CHC Mechanical Contractors	4	05/22
Jill Horner, ~~Hooper, Huddleston, & Horner~~ Funeral Homes	2	05/22
Sarah Johnson, Johnson Nursery & Garden Center	4	05/22

On behalf of the Public Building Authority Board, thank you for your consideration.

Sincerely,

George Hallford
Administrator

One West First Street . Cookeville TN 38501 . p. 931-372-7200
www.LeslieTownCentre.com

Councilman Womack made a motion, seconded by Councilman Woodford, to reappoint Garry Floeter, Jill Horner & Sarah Johnson to the Public Building Authority as recommended. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

OLD BUSINESS:

CONSIDER APPROVAL OF MINUTES OF COUNCIL MEETING HELD ON MARCH 17, 2016

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
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

CONSENT AGENDA:

SET A DATE (5-5-16) FOR A PUBLIC HEARING ON ORDINANCE #O16-04-05, VOIDING ORDINANCE #O15-10-26, TO CLOSE AND ABANDON AN UNDEVELOPED ALLEY RIGHT-OF-WAY LOCATED SOUTH OF EAST 6TH STREET BETWEEN NORTH DIXIE AVENUE AND NORTH JEFFERSON AVENUE, AND TO VOID DECLARING IT AS SURPLUS

CONSIDER AWARDING BID FOR LUMINAIRES – ELECTRIC DEPARTMENT

CITY OF COOKEVILLE
ELECTRIC DEPT.
BID TABULATION SCHEDULE
BID NOTICE # 16031001

DATE OF BID OPENING: 3-22-2016 TIME: 2:00 PM CST
BIDS OPENED BY: Glenn Greenwood
BIDS WITNESSED BY: Mike McLatchy
DEPARTMENT: Electric

BIDDERS QTY	Type 2 LED Luminaire 72							
Stuart Irby	$ 707.89 $ 50,968.08							
Wesco	$ 695.74 $ 50,093.28							
Deco	No bid							

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM Wesco

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

RECOMMENDED: DEPT. HEAD

APPROVAL: CITY MANAGER

Councilman Henry made a motion, seconded by Councilman Womack, to approve the consent agenda items (public hearing set for 5-5-16 @ 5:30 p.m.) as submitted. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

NEW BUSINESS – PUBLIC HEARINGS AND ACTION ITEMS:

CONSIDER RESOLUTION #R16-04-06, APPROVING THE APPLICATION FOR LPRF GRANT FUNDS AND COMMITTING TO MATCHING FUNDS

RESOLUTION

A RESOLUTION OF THE CITY OF COOKEVILLE, TN CITY COUNCIL TO SUBMIT A GRANT APPLICATION TO THE TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION FOR LOCAL PARKS AND RECREATION FUNDS AND COMMITTING TO THE MATCH

RESOLUTION NO: R16-04-06
REQUESTED BY: TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION
PREPARED BY: RICK WOODS
APPROVED AS TO FORM & CORRECTNESS:

(City Attorney)

ADOPTED: _____

MINUTE BOOK _____ PAGE _____

WHEREAS, the City of Cookeville has demonstrated a commitment to quality recreation programs, facilities and services; and

WHEREAS, the City of Cookeville is applying for grant funds under the Local Parks and Recreation Fund program administered by the Recreation Education Services Division of the Tennessee Department of Environment and Conservation; and

WHEREAS, based on Citizen input, the Master Land Use Plan for Park View Park includes a Skate Park at the site of the old Park View Pool.

NOW, THEREFORE, BE IT RESOLVED, that the City of Cookeville, TN will submit an application for LPRF grant funds to the Tennessee Department of Environment and Conservation in the amount of $400,000 for the new Park View Skate Park, and commits to the $400,000 required match from cash reserves or a bond issue.

BE IT FURTHER RESOLVED, that the City Manager be authorized to sign and execute all necessary documents in order to make application for LPRF grant funds.

ADOPTED, this 7th day of April, 2016.

Councilman Henry made a motion, seconded by Councilman Womack, to adopt Resolution #R16-04-06. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

CONSIDER RESOLUTION #R16-04-08, AUTHORIZING THE DEVELOPMENT OF A MOUNTAIN BIKE TRAIL IN THE CANE CREEK PARK

RESOLUTION

A RESOLUTION OF THE CITY OF COOKEVILLE, TN CITY COUNCIL AUTHORIZING THE DEVELOPMENT OF A MOUNTAIN BIKE TRAIL AT CANE CREEK PARK	RESOLUTION NO: R16-04-08 REQUESTED BY: CITY COUNCIL PREPARED BY: RICK WOODS APPROVED AS TO FORM & CORRECTNESS: _____ (City Attorney) ADOPTED: _____ MINUTE BOOK _____ PAGE _____

WHEREAS, the City of Cookeville has demonstrated a commitment to quality recreation programs, facilities and services; and

WHEREAS, the City of Cookeville received community input through two separate planning processes, the Master Land Use Plans for Park View Park and Cane Creek Park and the Envision Cookeville long range plan, and both plans recommend additional recreational trails for our city; and

WHEREAS, there are no public mountain bike trails currently in the City of Cookeville or in Putnam County; and

WHEREAS, a local group of mountain bike enthusiasts has volunteered to assist in the design, construction and maintenance of a mountain bike trail; and

WHEREAS, the City of Cookeville has undeveloped land north of the lake at Cane Creek Park that is ideal for trail development.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Cookeville, TN supports, encourages and authorizes the development of a mountain bike trail at Cane Creek Park.

ADOPTED, this 7th day of April, 2016.

Councilman Womack made a motion, seconded by Councilman Woodford, to adopt Resolution #R16-04-08. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

CONSIDER RESOLUTION #R16-04-07, AMENDING THE POLICIES & PROCEDURES MANUAL – DRUG AND ALCOHOL TESTING POLICY APPENDIX A THROUGH H

- **Policy originally adopted in 1997**
- **Complies with the following:**
  - Drug-Free Workplace Act of 1988
  - Federal Highway Administration (FHWA) rules
  - DOT rules
  - Omnibus Transportation Employee Testing Act of 1991
- **Current 5-Panel screen:**
  - Amphetamines, Cocaine, Marijuana, Opiates, and PCP
- **Proposed 12-Panel screen:**
  - Same substances as the 5-Panel plus Barbiturates, Benzodiazepines, Methadone, Methaqualone, Ecstasy, Oxycodone, Propoxyphene
- **Categories of Substance Testing**
  - Pre-Employment
  - Transfer into a Safety Sensitive or CDL position
  - Post-Accident
  - Reasonable Suspicion
  - Random
  - Return-To-Duty and Follow-Up
- **Collection Sites for Drug Screens**
  - All offices on the "City of Cookeville Panel of Physicians" are collection sites for drug screens
- **Specimens will be sent directly to a certified laboratory for analysis**
- **Results will be forwarded to Occupational Health Center for Medical Review Officer interpretation**
- **Administrative Leave will be eliminated**
  - Exception: Reasonable Suspicion

Councilman Womack made a motion, seconded by Councilman Woodford, to adopt Resolution #R16-04-07. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

CONSIDER APPROVAL OF EMERGENCY REPAIR TO LADDER TRUCK #2 – FIRE DEPARTMENT

TO: MIKE DAVIDSON, CITY MANAGER

FROM: ROGER FUQUA, FIRE CHIEF

SUBJECT: EMERGENCY REPAIR TO LADDER TRUCK

DATE: MARCH 30, 2016

Our annual truck inspection has revealed part of the super structure on Ladder #2 is rusting from the inside out and all Teflon sliders need to be replaced.

Cumberland International Trucks is the only Sutphen dealer in the state. They have given us a quote of $7,067.00 for labor and $8,643.72 for parts and supplies. The quote does include estimated shipping and ladder recertification testing. The total price to repair the truck is $16,629.43

The ladder truck is a vital component of fire protection in Cookeville and needs to be repaired as soon as possible.

Councilman Woodford made a motion, seconded by Councilman Womack, to approve the emergency repair to Ladder Truck #2 as submitted. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

CONSIDER AWARDING BID FOR LAWN CARE SERVICES AT ANIMAL SHELTER/ HIGHLANDS BUSINESS PARK MEDIAN

CITY OF COOKEVILLE
BID TABULATION RECORD

LAWN CARE SERVICES - ANIMAL SHELTER & HIGHLANDS PARK MEDIAN

DEPARTMENT Public Works
BIDS OPENED BY: Rick Woods
OPENING WITNESSED BY: Greg Brown

DATE OF BID OPENING: April 1, 2016
TIME OF BID OPENING: 10:00 AM

	ANIMAL SHELTER	HIGHLANDS PARK		
BIDDERS	EVERY TWO WEEKS BID AMOUNT PER VISIT	MOWING / TRIMMING EVERY TWO WEEKS BID AMOUNT PER VISIT	WEED CONTROL THREE TIMES YEARLY BID AMOUNT PER VISIT	SHRUB MAINTENANCE ONE TIME YEARLY BID AMOUNT
BAYS MAINTENANCE	$290.00	$450.00	$600.00	$800.00
GREENSCAPES	$300.00	$525.00	NO BID	NO BID
LEE MARTIN LANDSCAPE ****	$230.00	NO BID	NO BID	NO BID

***** LEE MARTIN WITHDREW BID

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM: BAYS MAINTENANCE

BE AWARDED FOR THE FOLLOWING REASON: LOW BIDDER

Greg Brown
RECOMMENDED: DEPT. DIRECTOR

Amenda Amel
BUDGET AVAILABILITY: FINANCE DIRECTOR

APPROVAL: CITY MANAGER

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

Mayor Ricky Shelton
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

CONSIDER AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH TVA CONVEYING THE 161-KV BUSWORK, CONNECTORS, CLAMPS, AND SUPPORTING INSULATORS THAT EXTEND FROM TVA SWITCH #917 THROUGH TVA SWITCH #927 – ELECTRIC DEPARTMENT

BES Conveyance Agreement

- Allows CED to avoid registering with the Federal Energy Regulatory Commission relative to its South Cookeville Substation
- Shifts reliability compliance responsibility to TVA for the Distributor property being conveyed
- The equipment being conveyed includes the 161 kV bus work, bus connectors, bus clamps and supporting insulators that extend from the TVA switched #917 through to TVA switch # 927
- This equipment is being conveyed "as is" and Distributor makes no warranties of any kind (including any warranty of merchantability), express or implied, as to the same.
- The depreciated value of the equipment being conveyed is $12,888.
- Valley Power Distributors and TVPPA are continuing to work with TVA on a Compliance Process MOU that clearly defines when and how compliance is achieved since CED will have some responsibility as a Distribution Provider.

Councilman Henry made a motion, seconded by Councilman Woodford, to authorize the City Manager to execute the conveying agreement with TVA as recommended. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

CONSIDER AUTHORIZING THE CITY MANAGER TO EXECUTE CHANGE ORDER #1 ON TECH LATERAL REPLACEMENT AND CIPP PROJECT – WATER QUALITY CONTROL DEPT.

MEMORANDUM

TO: City Manager
City Council

FROM: Ronnie J. Kelly, Director RJK

DATE: April 1, 2016

SUBJ: Change Order #1 – Tech Lateral Replacement and CIPP Project

On November 19th, 2015, the City Council approved a contract for a sewer lateral and cured in place sewer line replacement project. The project was awarded to J & H Construction for $564,464.

The sewer lateral replacement bid item on this project is considerably lower than previous projects that we have bid. The current contract is located within one sub-basin of the larger Tennessee Tech Sewer Basin. We have other sewer laterals in need of replacement within the larger basin. We are requesting that thirty sewer laterals be added to the current contract, which would add $61,500 to the project cost. We have discussed this with the contractor and he has agreed to honor his bid price. The thirty additional sewer laterals are in need of replacement, located within the Tennessee Tech Sewer Basin, and with close to a $500 per lateral savings over the previous contract, we would recommend approval of this change order.

The new contract price would total $625,968 and add two weeks of time to the contract. The new completion date would be June 30, 2016.

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

Councilman Woodford made a motion, seconded by Councilman Womack, to authorize the City Manager to execute Change Order #1 on the TTU Lateral Replacement and CIPP Project as recommended. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

CONSIDER AWARDING BID FOR RIDGEDALE DRIVE WATER/SEWER IMPROVEMENTS AND OLD BRIDGE ROAD WATER LINE CROSSING

CITY OF COOKEVILLE
DEPARTMENT OF WATER QUALITY CONTROL

RIDGEDALE DRIVE WT & SW IMPROVEMENTS AND OLD BRIDGE ROAD WATER LINE CROSSING

DATE OF BID OPENING 29-Mar-16
BIDS OPENED BY BARRY TURNER
BIDS WITNESS BY MATTHEW PHILLIPS

TIME: 10:00 AM

BIDDERS	TOTAL BID				
DYNAMIC CONSTRUCTION	$584,000.00				
ELK MOUNTAIN CONSTRUCTION	DNB				
J&H CONSTRUCTION OF COOKEVILLE	$410,346.50				
KEMP BROS. CONSTRUCTION	$592,647.50				
UNDERGROUND SOLUTIONS	DNB				

DNB - DID NOT BID DNMS - DID NOT MEET SPECS

WE, THE UNDERSIGNED, DO HEREBY RECOMMEND THE BID FROM - J&H CONSTRUCTION OF COOKEVILLE - BE AWARDED FOR THE FOLLOWING REASON; LOW BID MEETING SPECIFICATIONS

RECOMMENDED:
DEPARTMENT HEAD

APPROVAL:
CITY MANAGER

BUDGET AVAILABILITY:
FINANCE DIRECTOR

Councilman Henry made a motion, seconded by Councilman Womack, to award the bid for improvements to Ridgedale Drive & Old Bridge Road as recommended. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

CONSIDER AWARDING BID FOR WATER TREATMENT PLANT RAW WATER PUMP

CITY OF COOKEVILLE
DEPARTMENT OF WATER QUALITY CONTROL

WTP - RAW WATER PUMP

DATE OF BID OPENING 24-Mar-16
BIDS OPENED BY RODGER PHILLIPS
BIDS WITNESS BY MARIE JACEK

TIME: 10:00 AM

BIDDERS	TOTAL BID				
CUMBERLAND MACHINE CO.	DNB				
INDUSTRIAL MAINTENANCE & ENGINEERING	**$39,000.00**				
JOHN BUCHARD & SONS	$45,655.00				
LAYNE WATER RESOURCES	$148,413.00				
SOUTHERN SALES INC	DNB				
WASCON	DNB				

DNB - DID NOT BID DNMS - DID NOT MEET SPECS

WE, THE UNDERSIGNED, DO HEREBY RECOMMEND THE BID FROM - INDUSTRIAL MAINTENANCE & ENGINEERING - BE AWARDED FOR THE FOLLOWING REASON; LOW BID MEETING SPECIFICATIONS

RECOMMENDED: DEPARTMENT HEAD

APPROVAL: CITY MANAGER

BUDGET AVAILABILITY: FINANCE DIRECTOR

Councilman Womack made a motion, seconded by Councilman Woodford, to award the bid for the Water Treatment Plant Raw Water Pump as recommended. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

CONSIDER AWARDING BID FOR WASTE WATER TREATMENT PLANT IMPROVEMENTS (INCLUDING UV SYSTEM REPLACEMENT & SCADA SYSTEM ADDITION)

CITY OF COOKEVILLE
DEPARTMENT OF WATER QUALITY CONTROL

COOKEVILLE WWTP IMPROVEMENTS (INCLUDING UV SYSTEM REPLACEMENT & SCADA SYSTEM ADDITION)

DATE OF BID OPENING 24-Mar-16 TIME: 2:00 PM
BIDS OPENED BY GARY COSBY, CTI ENGINEERS
BIDS WITNESS BY RONNIE KELLY, BARRY TURNER

PLAN HOLDERS	TOTAL BID				
J. CUMBY CONSTRUCTION, INC	$2,786,840.00				
SMITH CONTRACTORS, INC	DNB				
W & O CONSTRUCTION COMPANY	$2,375,500.00				

DNB - DID NOT BID DNMS - DID NOT MEET SPECS

WE, THE UNDERSIGNED, DO HEREBY RECOMMEND THE BID FROM - **W & O CONSTRUCTION COMPANY** - BE AWARDED 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 bid for the Waste Water Treatment Plant Improvements as recommended. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Councilman Dwight Henry
Councilman Charles Womack
Councilman Jim Woodford

ABSENT: Vice-Mayor Larry Epps

The City Clerk announced that the motion carried.

CITIZENS REQUEST FOR HEARING BEFORE CITY COUNCIL:

Boyd Kline, local resident, asked about the public notices requesting bidders for the recent sale of CRMC property.

Mike Davidson, City Manager, stated that he may submit a request for copies of the three (3) legal notices published in the local Herald-Citizen Newspaper.

HEARING FROM OFFICERS, COUNCILMEN AND CITY MANAGER:

Councilman Womack announced "Healthier Cookeville" Volksmarch planned at Cane Creek Park on Sunday, 4-17-16 at 2:00 p.m.

MAYOR'S COMMENTS:

No comments.

There being no further business, Mayor Shelton declared the meeting adjourned at 6:15 p.m.

Ricky Shelton, Mayor

ATTEST:

Cathy McClain, City Clerk