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

The Council of the City of Cookeville met in regular session on Thursday, May 5, 2016, at 5:30 p.m., in the Municipal Building, 45 East Broad Street. David Hill President of the Tennessee Bible College 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 Councilman Woodford, to withdraw item #7a – Hold a public hearing and consider on first reading 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 & void declaring it as surplus 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:

No business to consider.

OLD BUSINESS:

CONSIDER APPROVAL OF MINUTES OF COUNCIL MEETING HELD ON APRIL 21, 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 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.

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CONSIDER ON SECOND AND FINAL READING ORDINANCE #O16-03-04, AMENDING ORDINANCE #O15-12-35, REVISING THE DESCRIPTION OF PROPERTY TO BE REZONED ON LONE OAK DRIVE

Councilman Womack made a motion, seconded by Councilman Woodford, to approve on second reading Ordinance #O16-03-04, contingent upon the subdivision plat being approved & recorded combining the portions of Parcels 12.00, 12.01 & 13.00 on Map 66A, Group A herein rezoned with Parcel 9.00 on Map 66A, Group A. 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 # 16033001

DATE OF BID OPENING: 4-20-2016 **TIME:** 2:00 PM CST
BIDS OPENED BY: Glenn Greenwood
BIDS WITNESSED BY: Tiffany Capps
DEPARTMENT: Electric

BIDDERS / QTY	37.5 Kva Csp Transformer 24	evaluated cost						
Anixter	$ 870.00 $ 20,880.00	$ 1,675.81						
Border States	$ 925.00 $ 22,200.00	$ 1,719.01						
Power Supply	$ 1,237.00 $ 29,688.00	$ 1,941.37						
Stuart Irby	$ 932.00 $ 22,368.00	$ 1,716.19						

WE, THE UNDERSIGNED DO HEREBY RECOMMEND THE BID FROM Anixter

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

RECOMMENDED: DEPT. HEAD

APPROVAL: CITY MANAGER

SET A DATE (6-2-16) FOR A PUBLIC HEARING ON ORDINANCE #O16-05-06, REZONING PROPERTY LOCATED ON WEST BROAD STREET (TAX MAP #53B-P-5.04) FROM MS (MEDICAL SERVICES) TO CL (LOCAL COMMERCIAL)

SET A DATE (6-2-16) FOR A PUBLIC HEARING ON ORDINANCE #O16-05-07, REZONING A PORTION OF 1976 NORTH DIXIE AVENUE FROM RD (SINGLE-FAMILY AND DUPLEX RESIDENTIAL) TO CL (LOCAL COMMERCIAL)

SET A DATE (6-2-16) FOR A PUBLIC HEARING ON ORDINANCE #O16-05-08, REZONING THE NORTHEAST CORNER OF BREEDING AVENUE AND FLATT HOLLOW ROAD FROM RS15 (SINGLE-FAMILY RESIDENTIAL) TO RS10 (SINGLE-FAMILY RESIDENTIAL)

SET A DATE (6-2-16) FOR A PUBLIC HEARING ON ORDINANCE #O16-05-09, AMENDING THE ZONING CODE PERTAINING TO REVISING THE PROVISIONS OF THE CL, CG, CR & PCD ZONING DISTRICTS TO ALLOW RETAIL PACKAGE STORES FOR THE SALE OF ALCOHOLIC BEVERAGES TO BE LOCATED ON PARCELS HAVING STREET FRONTAGE AND ACCESS ON SPRING STREET BETWEEN STATE HIGHWAY 111 EAST TO THE NORTHERN RIGHT-OF-WAY OF INTERSTATE 40

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Councilman Womack made a motion, seconded by Vice-Mayor Epps, to approve the consent agenda items (public hearings set for 6-2-16 @ 5:30 p.m.) 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:

CONSIDER RESOLUTION #R16-05-10, AUTHORIZING THE PUBLIC BUILDING AUTHORITY TO MAKE CERTAIN RENOVATIONS TO THE LESLIE TOWN CENTRE

Councilman Womack made a motion, seconded by Councilman Woodford, to adopt Resolution #R16-05-10. 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 WITH BB & T INSURANCE SERVICES, INC. TO PROVIDE BROKERAGE SERVICES FOR THE EMPLOYEE HEALTH INSURANCE

City of Cookeville
Employee Healthcare Benefits Brokerage Services

8 proposals received

- BB&T Insurance Services Inc., Cookeville
- Concord Insurance, Knoxville
- Cumberland Insurance Agency, Cookeville
- HUB International, Knoxville
- Sherrill Morgan, Nashville
- Swallows Insurance Agencies, Cookeville
- Trinity Benefit Advisors, Knoxville
- Van Meter Insurance Group, Franklin

To: City Council
City Manager

From: Brenda Imel, Finance Director

Date: May 2, 2016

Re: Brokerage Services – Employee Health Insurance Plan

At the May 5th City Council meeting, I will be requesting authorization for the City Manager to enter into a 3 yr. agreement with BB&T Insurance Services, Inc. to provide consulting and brokerage services for the City's employee health insurance plan.

Services provided will include:

- complete a detailed data analytics report in Year 1 and make recommendations
- provide monthly reports on claims.
- assist in open enrollment by providing benefit guides, live communicators, mobile communications.
- assess on-line enrollment needs and recommend options.
- Pre-renewal meetings/expected renewal calculation/negotiate with carriers
- Assist with ACA & other regulatory compliance
- Attend monthly Health & Wellness Committee meetings
- Assist in evaluating plan options & wellness incentive options and help us rollout any plan changes.
- Perform stop-loss analysis, negotiate & recommend annual stop-loss contract.

BB&T Insurance Services, Inc. will receive a 10% commission on the stop loss contract and a $3.00 per employee per month admin fee. I would recommend your approval.

If you have any questions or comments, please let me know.

Councilman Womack made a motion, seconded by Councilman Woodford, to authorize the City Manager to enter into an agreement with BB & T Insurance Services, Inc. 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 OF ENGINEERING PROPOSAL FOR THE DESIGN OF A SIDEWALK PROJECT FUNDED BY TDOT MULTIMODAL ACCESS GRANT

Councilman Womack made a motion, seconded by Councilman Woodford, to authorize the City Manager to execute an engineering contract with Regan-Smith Associates, Inc. for the State Route 24/East Spring Street Sidewalk Improvement 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.

CONSIDER APPROVAL OF ELECTRICAL INSPECTION SERVICE AGREEMENT – CODES DEPARTMENT

Memorandum

To: Mayor, City Council

From: Jeff Littrell, Director of Codes and Computer Operations JL

At the May 5, 2016 Council meeting I will be asking for approval for an Electrical Inspection Service Agreement. Our current electrical inspector Lynn McHenry has resigned his position to do contract inspection with the state of Tennessee. His last day will be May 13, 2016. This agreement with McHenry Contracting would allow for inspections to continue until the electrical inspector position is filled.

Councilman Womack made a motion, seconded by Councilman Woodford, to approve the Electrical Inspection Service Agreement 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 AN INTER-CONNECTION/PARALLEL OPERATING AGREEMENT WITH RESTORATION SERVICES, INC. FOR THE HBP SOLAR SYSTEM

Interconnection / Parallel Operating Agreement

- This agreement sets out the requirements for RSI to interconnect the 1 MW Solar System to the CED power system.
- CED's consultant has completed a Solar Impact Study and the requirements of the study have been incorporated in the Agreement.
- RSI is responsible for all costs associated with the project.
- Annual charge for CED's maintenance of the interconnection equipment.
- Deposit required at the time of execution of this agreement.
- Request your approval contingent upon (1) RSI executing this agreement. (2) Approval of this agreement does not authorize or grant approval for RSI to begin construction. Approval to begin construction is contingent upon RSI meeting all terms and conditions of the City of Cookeville and Putnam County, and must be approved by the City Council and County Commission.

Councilman Womack made a motion, seconded by Councilman Woodford, to authorize the City Manager to execute the Interconnection/Parallel Operating Agreement for the HBP Solar System 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 PAYMENT TO US ARMY CORPS OF ENGINEERS FOR REPAIRS TO CENTER HILL DAM

Corp Of Engineers March 02, 2016 Dam Repair, Rehab and Replacement Costs

- Water Storage Contract Signed with Corps on 10-3-2003
- Contract part 5b. Repair, Rehabilitation, and Replacement Costs.
  The User will be required to pay 0.533 percent of the cost of joint-use repair, rehabilitation, or replacement of Project features. Payment of the costs shall be made either incrementally during construction or in lump sum (including interest during construction) upon completion of construction.
- Dam Repairs can be classified as either "Major Rehabilitation" or as "Dam Safety Assurance".
  Classified as "Major Rehabilitation" – Cookeville pays 100% of costs as described in the water storage contract.
  Classified as "Dam Safety Assurance" - Cookeville to pay 15% of the cost share cost described in the water storage contract.
- Nashville Corps of Engineering District Office recommended "Dam Safety Assurance" designation.
- Corps of Engineers Great Lakes and Ohio River Division, concurred with Nashville District's Office's recommendation of "Dam Safety Assurance".
- Assistant Secretary of the Army Civil Works designated project "Major Rehabilitation"

Potential Costs to Cookeville Rate Payers

March 02, 2016 Bill from Corps of Engineers - $1,496,030.51

If Classified as:	Major Rehabilitation		Dam Safety
Cookeville's Cost:	$1,496,030.51	or	$224,404.58

Increased Cost to Rate Payers = $1,271,625.93

Councilman Womack made a motion, seconded by Councilman Woodford, to authorize the payment to the US Army Corps of Engineers for $224,404.58 (Dam Safety) toward repairs to the 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.

CONSIDER AWARDING BID FOR CLEANING SERVICES – WATER QUALITY CONTROL & PUBLIC WORKS DEPARTMENTS

CITY OF COOKEVILLE
DEPARTMENT OF WATER QUALITY CONTROL

CLEANING SERVICES - DEPT. OF WATER QUALITY CONTROL & DEPT. OF PUBLIC WORKS

DATE OF BID OPENING 28-Apr-16 TIME: 10:00 AM
BIDS OPENED BY RONNIE KELLY
BIDS WITNESS BY MARIE JACEK/DEBBIE SWALLOWS

BIDDERS	WATER QUALITY CONTROL BID/MONTH	PUBLIC WORKS BID/MONTH			
ADVANCED CLEANING SERVICES	DNB	DNB			
BEST CLEANING & RESTORATION	DNB	DNB			
CLEAN BEE CLEANING SERVICES	$6,500.00	$3,500.00			
CLEAN CORP	$1,325.00	$1,275.00			
EXECUTIVE CLEANING	DNB	DNB			
JANI KING OF NASHVILLE	$1,777.05	$1,482.83			
JOHNSON'S CLEANING SERVICE	$4,000.00	$2,500.00			
L & R CLEANING	DNB	DNB			
SERVICEMASTER CLEAN	DNB	DNB			
VAUGHT'S JANITORIAL SERVICE	DNB	DNB			

DNB - DID NOT BID DNMS - DID NOT MEET SPECS

WE, THE UNDERSIGNED, DO HEREBY RECOMMEND THE BID FROM - CLEAN CORP - BE AWARDED FOR THE FOLLOWING REASON; LOW BID MEETING SPECIFICATIONS

RECOMMENDED: DEPARTMENT HEAD

APPROVAL: CITY MANAGER

BUDGET AVAILABILITY: FINANCE DIRECTOR

RECOMMENDED: DEPARTMENT HEAD

Councilman Womack made a motion, seconded by Councilman Woodford, to award the cleaning services 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 AWARDING BID FOR LAWN MAINTENANCE – WATER QUALITY CONTROL DEPARTMENT

CITY OF COOKEVILLE
DEPARTMENT OF WATER QUALITY CONTROL
BID FOR LAWN MAINTENACE FOR LIFT STATIONS AND TANK SITES

DATE OF BID OPENING 28-Apr-16 TIME: 10:00 A.M.
BIDS OPENED BY Carey Vaughn
BIDS WITNESS BY Pauline Whiteside

BIDDERS	Mowing/Trimming	Weed Control			
	Every Two Weeks	Three Times Yearly			
	Bid Amount Per Visit	Bid Amount Per Visit			
Bays Maintenace	$38.00	$53.00			
Lee Martin Landscaping	$55.00	$75.00			
David Hobbs*	Did Not Meet Specs	Did Not Meet Specs			

WE, THE UNDERSIGNED, DO HEREBY RECOMMEND THE BID FOR: LANDSCAPE MAINTENANCE FOR LIFT STATIONS AND TANK SITES, BE AWARDED TO BAYS MAINTENANCE FOR THE FOLLOWING REASON: LOW BIDDER MEETING SPECIFICATIONS.

*David Hobbs did not have all the required insurance and paperwork necessary for a complete bid.

RECOMMENDED: DEPARTMENT HEAD

APPROVAL: CITY MANAGER

BUDGET AVAILABILITY: FINANCE DIRECTOR

Councilman Womack made a motion, seconded by Councilman Woodford, to award the bid for lawn maintenance 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 BID FOR 2" SEWAGE COMBINATION AIR RELEASE/VACUUM VALVES - WATER QUALITY CONTROL DEPARTMENT

CITY OF COOKEVILLE
DEPARTMENT OF WATER QUALITY CONTROL
BID FOR 2" SEWAGE COMBINATION AIR RELEASE/VACUUM VALVES

DATE OF BID OPENING 28-Apr-16 TIME: 10:30 A.M.
BIDS OPENED BY MARLIN HAGGARD
BIDS WITNESS BY Pauline Whiteside

BIDDERS	2" COMBINATION AIR RELEASE VALVE PRICE PER EA.	TOTAL FOR 10 EA.			
AMS PIPING SUPPLY	$1,950.00	$19,500.00			
CONSOLIDATED PIPE SUPPLY	$1,878.00	$18,780.00			
FERGUSON SUPPLY	$2,125.00	$21,250.00			
HAYES PIPE SUPPLY	N/B	N/B			
HD SUPPLY WATERWORKS	**$1,875.00**	**$18,750.00**			
SOUTHERN PIPE SUPPLY	$2,025.00	$20,250.00			
WATER & WASTE EQUIPMENT	$2,108.30	$21,083.00			

WE, THE UNDERSIGNED, DO HEREBY RECOMMEND THE BID FOR: **2" SEWAGE COMBINATION AIR RELEASE VALVES, BE AWARDED TO -HD SUPPLY WATERWORKS-** FOR THE FOLLOWING REASON: LOW BIDDER MEETING SPECIFICATIOS.

RECOMMENDED:
DEPARTMENT HEAD

APPROVAL:
CITY MANAGER

BUDGET AVAILABILITY:
FINANCE DIRECTOR

Councilman Womack made a motion, seconded by Councilman Woodford, to award the bid for 2" sewage combination air release/vacuum valves 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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CITIZENS REQUEST FOR HEARING BEFORE CITY COUNCIL:

No requests.

HEARING FROM OFFICERS, COUNCILMEN AND CITY MANAGER:

No comments.

MAYOR'S COMMENTS:

No comments.

There being no further business, Mayor Shelton declared the meeting adjourned at 5:48 p.m.

_____
Ricky Shelton, Mayor

ATTEST:

_____
Cathy McClain, City Clerk