

COOKEVILLE CITY COUNCIL
REGULAR MEETING
MARCH 5, 2020
5:40 P.M.

The Council of the City of Cookeville met in regular session on Thursday, March 5, 2020, at 5:40 p.m., in the Municipal Building, 45 East Broad Street. City Manager James Mills called for a moment of silence, and led the audience in the Pledge of Allegiance. Vice-Mayor Wheaton then called the meeting to order and asked the City Clerk to call the roll. Present and answering roll call were:

Vice-Mayor Laurin Wheaton
 Councilman Mark Miller
 Councilman Eric Walker
 Councilman Charles Womack

ABSENT: Mayor Ricky Shelton

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

City Manager James Mills announced the passing of a dear city employee (6 years) that prepared the council binders for this meeting, Jessica Clark, and the following list of city employees impacted by the recent tornadoes:

Codes	Michele Scott	without utilites
General Dept.	Jessica Clark	
	Tammie Tucker-	home lost, injuries
	Shane Brooks-	Home damage
Cookeville Electric:	Glenn Greenwood	Home damage
	Karen Brown	home damage
Cookeville Fire	Brandon Lee	home lost
	Shawn Hotsinpiller	home damage
	Mike Brown	home damage
	Retiree Roger Fuqua	family member home damage/injuries
Cookeville Police	Officer Craig Ragsdale	home lost, injuries to family
	Det. Justin Long	home damage
	Retiree Barbara Stewart	home heavily damaged
Gas Dept.	Retiree David Long	home/property damage
Leisure Services	Kim Frick Welker	without water/power (area heavily damaged)
	Michael Cade	without power
	Steve Loftis	without power
	Bradley West	without power
	James Qualls	without power- restored today
Planning	Haley Dickson	parents home lost, injuries
Public Works	Blake Herron	home/property damage
	Timmy Lee	home damage
Water		none affected

**CONSIDER APPROVAL OF
 AGENDA AS PRESENTED**

James Mills, City Manager, requested to add item 7e – consider authorizing the City Manager to negotiate and enter into contracts on an emergency basis for removal of debris and/or tracking and monitoring.

**COOKEVILLE CITY COUNCIL
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Councilman Miller made a motion, seconded by Councilman Walker, to add item 7e – relative to removal of debris & etc. as requested and approve the agenda as amended. Upon call for a vote, the following voted aye:

Vice-Mayor Laurin Wheaton
Councilman Mark Miller
Councilman Eric Walker
Councilman Charles Womack

ABSENT: Mayor Ricky Shelton

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 20, 2020**

Councilman Miller made a motion to dispense with the reading of the minutes and approve said minutes as submitted. The motion was seconded by Councilman Walker. Upon call for a vote, the following voted aye:

Vice-Mayor Laurin Wheaton
Councilman Mark Miller
Councilman Eric Walker
Councilman Charles Womack

ABSENT: Mayor Ricky Shelton

The City Clerk announced that the motion carried.

**CONSIDER ON SECOND AND
FINAL READING ORDINANCE
#O20-01-02, CLOSING OF THE
ALLEY LOCATED BETWEEN
64 EAST 1ST STREET AND 204
CHERRY AVENUE**

Councilman Womack made a motion, seconded by Councilman Miller, to approve on second and final reading Ordinance #O20-01-02. Upon call for a vote, the following voted aye:

Vice-Mayor Laurin Wheaton
Councilman Mark Miller
Councilman Eric Walker
Councilman Charles Womack

ABSENT: Mayor Ricky Shelton

The City Clerk announced that the motion carried.

COOKEVILLE CITY COUNCIL
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CONSENT AGENDA:

SET A DATE (4-2-20) FOR
A PUBLIC HEARING ON
ORDINANCE #O20-03-03,
REZONING OF 1901, 1913
& 1919 NORTH WASHINGTON
AVENUE FROM CL (LOCAL
COMMERCIAL) AND 420, 430,
502, 512 & 518 EAST JERE
WHITSON ROAD FROM
RS-10 (SINGLE-FAMILY
RESIDENTIAL) TO RM-14
(MULTI-FAMILY RESIDENTIAL)

Councilman Miller made a motion, seconded by Councilman Womack, to set a date for a public hearing on Ordinance #O20-03-03 for 4-2-20 at 5:30 p.m. Upon call for a vote, the following voted aye:

Vice-Mayor Laurin Wheaton
Councilman Mark Miller
Councilman Eric Walker
Councilman Charles Womack

ABSENT: Mayor Ricky Shelton

The City Clerk announced that the motion carried.

At this time, Mayor Shelton entered the meeting at 5:55 p.m.

SET A DATE (4-2-20) FOR
A PUBLIC HEARING ON
ORDINANCE #O20-03-04,
AMENDMENT TO THE
ZONING CODE TO
INCLUDE MICRO-
BREWRIES AND
BREW PUBS AS A
PERMITTED USE IN
THE CI (COMMERCIAL-
INDUSTRIAL MIXED-
USE) DISTRICT AND
INCLUDE BREWPUBS
IN THE PCD (PLANNED
COMMERCIAL
DEVELOPMENT)
DISTRICT

Councilman Womack made a motion, seconded by Councilman Miller, to set a date for a public hearing on Ordinance #O20-03-04 for 4-2-20 at 5:30 p.m. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Vice-Mayor Laurin Wheaton
Councilman Mark Miller
Councilman Eric Walker
Councilman Charles Womack

The City Clerk announced that the motion carried.

COOKEVILLE CITY COUNCIL
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NEW BUSINESS – PUBLIC HEARINGS AND ACTION ITEMS:

CONSIDER AUTHORIZING
THE CITY MANAGER TO
SUBMIT APPLICATION
FOR RENEWAL OF A
VOCA GRANT – POLICE
DEPARTMENT

- This is a renewal of a current VOCA Grant
- Administered by OCJP
- Victim Services Coordinator
- Two year grant subject to funding
- Grant amount will fund salary & training
 - FY2021 up to \$57,656.45
 - FY2022 up to \$54,773.63
- Our responsibility is 20% match
 - Supervisory and In-Kind Expense

Councilman Womack made a motion, seconded by Vice-Mayor Wheaton, to authorize the City Manager to submit an application for renewal of a VOCA grant for the Police Department as recommended. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Vice-Mayor Laurin Wheaton
Councilman Mark Miller
Councilman Eric Walker
Councilman Charles Womack

The City Clerk announced that the motion carried.

CONSIDER APPROVAL OF
EMERGENCY REPAIR OF
RAW WATER PUMP #3 AT
THE WATER PLANT –
WATER QUALITY CONTROL
DEPARTMENT

MEMORANDUM

TO: City Council
City Manager

FROM: Ronnie J. Kelly, Director *RJK*

DATE: February 28, 2020

SUBJ: Repair of Raw Water Pump #3 - Water Plant Emergency Repair

During the next City Council meeting I will be requesting authorization to pay an invoice for repairs on Raw Water Pump #3, which is one of our 5,200 gallon per minute raw water pumps at the Water Treatment Facility.

The 700 KVA transformer and VFD for this pump failed in early 2018. These items were replaced around September of 2018. When the motor and pump were restarted, the motor was drawing too many amps and shut down. We contacted two local electrical contractors to trouble shoot the motor. They could not determine the problem.

We had worked with the John Bouchard Company on prior pump and motor issues so we contacted them to come up and evaluate the motor. They ended up repairing the motor and during start up discovered a problem with the pump. We instructed them to evaluate the pump and make a recommendation. After their inspection, we decided to have the pump completely rebuilt to a "like new condition" since the pump was going on 12 years old and had been losing capacity.

The pump has been delivered and installed at our facility and we have received the final invoice for payment. The final invoice total is \$52,341.71 and I would recommend your approval.

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

**COOKEVILLE CITY COUNCIL
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Councilman Womack made a motion, seconded by Councilman Miller, to approve the emergency repair of the raw water pump #3 at the Water Plant as recommended. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Vice-Mayor Laurin Wheaton
Councilman Mark Miller
Councilman Eric Walker
Councilman Charles Womack

The City Clerk announced that the motion carried.

**CONSIDER AWARDING BID
FOR 2020 WATER LINE
LEAK SURVEY SERVICES -
WATER QUALITY CONTROL
DEPARTMENT**

CITY OF COOKEVILLE
DEPARTMENT OF WATER QUALITY CONTROL
2020 WATER LINE LEAK SURVEY SERVICES

DATE OF BID OPENING 26-Feb-20
BIDS OPENED BY RONNIE KELLY
BIDS WITNESS BY MARIE JACEK

TIME: 2:00 PM

BIDDERS	PROPOSAL	142 MILES	ADDITIONAL 136 MILES OPTION	TOTAL BID
MATCHPOINT WATER ASSET MGT.	\$235/MILE	\$33,370.00	\$35,250.00	\$68,620.00
NEW ENGLAND WATER DIST. SERVICES	\$177.50/MILE	\$25,205.00	\$26,625.00	\$51,830.00
Q-NRW (MICHAEL QUETEL)	\$242.51/MILE	\$34,436.42	\$36,376.50	\$70,812.92
RICHARDS LMC	\$110/MILE	\$15,620.00	\$16,500.00	\$32,120.00

DNB - DID NOT BID DNMS - DID NOT MEET SPECS

WE, THE UNDERSIGNED, DO HEREBY RECOMMEND THE BID FROM RICHARDS LMC FOR THE FOLLOWING REASON:
LOW BID MEETING SPECIFICATIONS

Ronnie Kelly
RECOMMENDED:
DEPARTMENT HEAD

James Mills
APPROVAL:
CITY MANAGER

Arnette Ford
BUDGET AVAILABILITY:
FINANCE DIRECTOR

Councilman Miller made a motion, seconded by Vice-Mayor Wheaton, to award the bid for 2020 Water Line Leak Survey Services as recommended. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Vice-Mayor Laurin Wheaton
Councilman Mark Miller
Councilman Eric Walker
Councilman Charles Womack

The City Clerk announced that the motion carried.

**RECEIVE THE FINAL
DOGWOOD PARK
MASTER PLAN -
LEISURE SERVICES
DEPARTMENT**

**COOKEVILLE CITY COUNCIL
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Rick Woods, Leisure Services Director, presented the Dogwood Park Master Plan with a map & recognized Donna Simpson & Laura Wolfe of the Steering Committee.

Jim Gilliam, CEO/President of HFR Design, was present to answer questions.

From: Rick Woods
Sent: Friday, February 28, 2020 2:04 PM
To: vols.shelton@gmail.com; Laurin Wheaton; Eric Walker; Mark Miller; Charles Womack; James Mills
Cc: Cathy McClain; Tracy Johnson; Kristina Buttram; jgilliam@hfrdesign.com
Subject: Dogwood Park Master Plan Update
Attachments: Dogwood Park Expansion Master Plan (4).pdf

Dear City Council Members:

We have completed our update of the Dogwood Park Master Plan and we will present it to you formally at the council meeting on Thursday, March 5. I am attaching a copy of the plan for you to preview before the work session on Monday, March 3. I will discuss the process and the final plan during Monday's work session and Jim Gilliam from HFR Design will present the final documents at the meeting on Thursday.

Some of the features and highlights of this plan are as follows:

Improved pedestrian connectivity both to the park and within the park. There are new park entrances from Dixie Ave., First Street and Walnut Avenue, and each entry will have new, consistent-in-design signage. The plan includes a new creek crossing and a new sidewalk on the north connecting to the First St. entry. There is a new connector drive and pedestrian walk that connects the current History Museum parking lot to the Library parking. New pedestrian crosswalks on the streets have been recommended at each of the entry points of the park. There is also a half mile designated walking path loop that goes through the park and also utilizes the existing sidewalks on Walnut and Broad Street.

Improved and/or increased parking is included in the new plan. Reworking the parking on Freeze St. allows for the new pedestrian entry and maximizes the space available with a 90 degree orientation. The parking lot off of First Street also has been reconfigured and enlarged to add spaces available there. Once the police department is relocated, spaces will be added utilizing what is now dedicated for police parking.

More shade was a theme we heard quite a bit from the community. The plan includes shade structures over the bench seating in the playground area and patterned metal shade atop the arbors next to the fountain. Additional trees have been included in the plan to the west of the amphitheater to improve availability of shade there. Eventually, the park will be heavily shaded — once the existing trees reach maturity.

Some of the new features you will find in the plan include a new, larger rose garden near the new entry off of Walnut Ave. A new rental "pavilion" appropriate for meetings and special events, and an event gazebo with nice, attractive landscaping on the recently acquired First St. property. A new restroom near the playground that will help families with young children at the playground, but will also be open for other park users. A new interpretive display area for the town spring is included, but relocated from previous versions of the plan, to the west of where the spring water empties into the stream. There are new bike racks in several places in the park as well as public art pieces and/or sculptures included in the plan. A flagpole has been added by the concession stand/restroom facility at the top of the hill near the amphitheater. One of the more recent additions to the plan is a fitness court, which you will see located behind the Outdoor Experience building. Including this gets us a little closer to a more "active" park than a "passive" green space, so I have mixed feelings about this feature, but we included it because we got several requests for it.

This has been a good process with community input from our planning committee and from the public meeting we held in January and subsequent emails and comments we received following that meeting. I think the plan addresses much

of what we heard from public input and will serve us well going forward. The final plan booklet that HFR will present will include a full recap of our process and cost estimates for the development of the new features.

The inset photos that you see in the plan are not intended to be exact designs, but rather suggestions of what each of the features could or might look like. Each amenity will require careful consideration of exact placement and design.

I will be happy to answer any questions you have anytime over the weekend or at the work session on Monday.

Sincerely,

Rick Woods
Director
Cookeville Leisure Services and Public Facilities
P.O. Box 998
Cookeville, TN 38503
931-520-4386



**COOKEVILLE CITY COUNCIL
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Councilman Miller made a motion, seconded by Vice-Mayor Wheaton, to receive the Dogwood Park Master Plan Update. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Vice-Mayor Laurin Wheaton
Councilman Mark Miller
Councilman Eric Walker
Councilman Charles Womack

The City Clerk announced that the motion carried.

**CONSIDER AUTHORIZING
THE CITY MANAGER TO
NEGOTIATE AND ENTER
INTO CONTRACTS ON AN
EMERGENCY BASIS FOR
REMOVAL OF DEBRIS
AND/OR TRACKING/
MONITORING**

James Mills, City Manager, requested to negotiate and enter into contracts on an emergency basis with DRC Emergency Services and Thompson Consulting Services with respect to removal of debris and/or tracking and monitoring for reimbursement claims to TEMA and/or FEMA, if appropriate utilizing bids or contracts approved by other Tennessee Governmental Entities.

Councilman Walker made a motion, seconded by Vice-Mayor Wheaton, to authorize the City Manager to negotiate and enter into contracts for removal of debris and/or tracking/monitoring as recommended. Upon call for a vote, the following voted aye:

Mayor Ricky Shelton
Vice-Mayor Laurin Wheaton
Councilman Mark Miller
Councilman Eric Walker
Councilman Charles Womack

The City Clerk announced that the motion carried.

CITIZENS REQUEST FOR HEARING BEFORE CITY COUNCIL:

No request.

HEARING FROM OFFICERS, COUNCILMEN AND CITY MANAGER:

Mayor Shelton & City Council expressed their deepest appreciation to all the City Employees, Volunteers & State/County Officials for supporting the victims & helping with the cleanup from the recent tornadoes. Also, they commended the Cookeville Regional Medical Center Employees/Staff for their professional service during this time of crisis.

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MAYOR'S COMMENTS:

The Bank of Putnam County will be collecting monetary donations for the victims affected by the tornadoes.

Jessica Clark's funeral service will be held at the Cumberland Presbyterian Church on Saturday, March 8th at 3:00 p.m.

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

Ricky Shelton, Mayor

ATTEST:

Cathy McClain, City Clerk