

# City of Crossville

392 N. Main  
Crossville, TN 38555



## Minutes

Tuesday, July 9, 2019

6:00 PM

Council Chambers

## City Council

*Mayor James Mayberry*  
*Mayor Pro-Tem Art Gernt, Jr.*  
*Council Member J.H. Graham, III*  
*Council Member Rob E. Harrison*  
*Council Member Scot Shanks*  
*City Manager Greg Wood*  
*City Clerk Valerie Hale*

**REGULAR MEETING - 6:00 p.m.****Call to Order**

*The City Council for the City of Crossville met in regular session on July 9, 2019 at Crossville City Hall. Mayor James Mayberry was present and presiding and called the meeting to order at 6 p.m. The Young Marines presented the colors and led the Pledge of Allegiance. Tim Chesson of Plateau Worship Center provided the invocation.*

**Roll Call**

**Present:** 5 - Council Member J. H. Graham, Council Member Rob Harrison, Mayor Pro-tem Art Gernt, Council Member Scot Shanks and Mayor James Mayberry

*Others present: City Manager Greg Wood, City Attorney Will Ridley, City Clerk Valerie Hale, Assistant City Clerk Malena Fisher, Young Marines, Jessie Brooks, Mike Turner, Tim Begley, Kevin Music, Darian Dykes, Kyle Sherrill, Tim Chesson, Cliff Wightman, Randall Kidwell, Ashley Richards, Asa Reese, Angela Chastain, Levonn Hubbard, Gene Peters, Jerri Peters, Mary Winklespecht, Tom Baker, Heather Mullinix, Andy Vaughn, and Jim Young.*

**1. Proclamations/Presentations-NONE****2. Public Comment**

*Randall Kidwell spoke about the presentation made to the county by the Cumberland Habitat Conservation Plan and the actual regulations through the US Fish and Wildlife Services. He said that regulations now refer to seasonal avoidance and that incidental take permits are not required by the agency. He suggested Council refer only to the document provided by the US Fish and Wildlife Services.*

**3. Appointments-NONE****4. Consent Agenda**

**A motion was made by Mayor James Mayberry, seconded by Councilmember Scot Shanks, to approve the Consent Agenda. Motion carried on the following vote:**

**Aye:** 5 - Council Member J. H. Graham, Council Member Rob Harrison, Mayor Pro-tem Art Gernt, Council Member Scot Shanks and Mayor James Mayberry

**a. Approval of minutes (06/11)**

The minutes were approved as recommended.

### Ordinances on First Reading

- b. Approval of proposal and Ordinance amending FY19-20 Budget for Centennial Park Asphalt Walking Trails

*Proposals were received June 18, 2019 for asphalt for the walking trails at Centennial Park. Two bids were received and staff recommends Freitag Construction, the low bidder. Total price quoted for the project is \$61,462.50.*

*\$45,000 was budgeted for the project. A budget amendment is necessary.*

**This ordinance was approved on first reading.**

### Ordinances on Second Reading

- c. Ordinance amending FY18-19 Budget Sales Tax Audit

*City of Crossville was selected by the State of Tennessee Department of Revenue for a sales tax audit. This audit period was December 1, 2015 through December 31, 2018. The process took approximately 9 months to complete. The auditors found two issues to be addressed, sprinkler heads and industrial manufacturing. The first determination was that the City was not charging tax on sprinkler heads, nor has it ever. This will be corrected by charging taxes in the future.*

*The second determination was that the City charged companies for industrial manufacturing sales tax or exempted these companies without an exemption form.*

*The amount assessed to the City for these issues is \$12,541.16. The total including interest is \$14,645.45, which will require a budget amendment.*

**This Ordinance was approved on second reading.**

- d. Ordinance amending FY18-19 Budget Year-End Adjustments

*The budget must be equal to or be greater than the actual expenditures at the end of the year. These amendments are to bring the budget up to the actual expenditures in City Court and the Water and Sewer fund.*

**This Ordinance was approved on second reading.**

### Additional Consent Items

- e. Approval of Whitetail Run as a City street

*The developer completed Phase IV Preliminary of Crossroads Village. This plat includes a new road, Whitetail Run. All infrastructure has been installed. There was an error in the inspection of the road by the City's street department. They inspected and approved the road to a substandard width with the curbs added. The asphalt width was installed and approved for a road without curbs. However, curbs were planned and installed; therefore the driving lanes are one foot too short in width. Planning*

*Commission met February 21 and approved the plat and variance due to extremely low traffic flow and recommends to Council the acceptance of Whitetail Run as a City street.*

**This Resolution was approved.**

- f. Approval to accept Patrick Drive and Farmington Lane as City streets

*The final plat of Crossroads Village Phase III was submitted to Planning Commission for approval. All water, sewer, and road have been inspected and recommended for approval by City staff. The Planning Commission met June 20 and voted to accept the final plat and release the financial guarantee for the subdivision. The Commission also voted to recommend to City Council the acceptance of a portion of Patrick Drive, which is 1173 feet, and a portion of Farmington Lane, which is 319 feet, as city streets.*

**This Resolution was approved.**

- g. Approval of Debt Policy

*The City Debt Policy needs to be reviewed and accepted each year.*

**This Policy was approved.**

- h. Approval to make offer to purchase property for proposed Hwy 127 N Elevated Water Storage Tank

*A parcel of land has been identified as suitable for the construction of a water tank previously approved by City Council. Staff requests approval to make an offer to the property owners of up to 10% above the fair market price that was determined by a certified appraisal and review appraisal.*

**This Contract was approved.**

- i. Approval of Three Star Grant application filing

*The Department of Economic & Community Development has designated Cumberland County/Crossville a Three Star community and eligible to apply for grant funding of up to \$50,000 in a two-year period for one of the community's three S.M.A.R.T. goals. The JECDB is responsible for making the decision on how the funds will be spent and approved the goals for the next two years at its June 19 meeting. The JECDB is requesting the City to file the grant application and to receive and administer grant funds on its behalf.*

**This Contract was approved.**

- j. Approval of Airport Engineering Master Contract with Atkins

*A master contract agreement with Atkins North America, Inc. for airport Engineering has been submitted. The City Attorney has approved the contract and the Director of Engineering recommends approval of the agreement.*

**This Contract was approved.**

- k. Approval of final change order for Sewer System Rehabilitation Project 2017

*The contractor has completed all work and the final change order adjustment is in the amount of \$17,178.87. The City previously approved a deduct change order in the amount of \$90,767.52 with additional items and shifted monies to the Engineer for additional work. With the approval of this change order, the project will be under budget by approximately \$30,000.*

*The Director of Engineering recommends the approval of the Change Order number 2 with Portland Utilities Construction. The change order is attached and made part of the minutes.*

**This Contract was approved.**

**I.** Approval of grant application for airport layout plan update

*The ALP (airport layout plan) must be updated every ten years. The last update was 2010. . The engineering estimate for the work is \$200,000. Approval is requested to submit a grant application for 95/5% funding. The local share would be approximately \$10,000.*

**This Contract was approved.**

**m.** Approval of grant application for airport obstruction clearing

*Trees have grown up into the airport runway approach. The trees must be removed by topping or removing the entire tree. The engineering estimate for the work is \$60,000. Approval is requested to submit a grant application for 95/5% funding. The local share would be approximately \$3,000.*

**This Contract was approved.**

**n.** Approval of grant application for the airport maintenance building upgrades

*The maintenance building is leaking, much of the insulation is missing, the lighting is substandard and several other repairs are required on the building. The engineering estimate for the work is \$100,000. Approval is requested to submit a grant application for 95/5% funding. The local share would be approximately \$5,000.*

**This Contract was approved.**

### **Bids/Purchases**

**o.** Approval of two year price contract for Floor Care

*Bonitz Flooring Group is recommended for approval for a two-year price contract for floor care.*

**This Bid was approved.**

**p.** Approval to purchase Physio Control Lifepack 15 Monitor/Defibrillators

*The Crossville Fire Department requests approval to purchase two (2) Physio Control Lifepack 15 Monitor/Defibrillators. The new Lifepack 15 units will be replacing currently outdated ZOLL monitors and will greatly enhance the advanced life support capabilities. In addition to basic Automated External Defibrillation capability, the new units have the ability to diagnose myocardial infarctions (heart attacks) with 12 lead*

*monitoring, manual defibrillation by Paramedics, cardiac pacing, pulse oximetry, and blood pressure auscultation and capnography. Additionally, the units have the ability to monitor and detect carbon monoxide levels in the bloodstream for use in post fire rehab of firefighters and smoke inhalation patients.*

*Staff is requesting to purchase the same brand specific units that Cumberland County EMS utilizes for equipment compatibility and accessory replacement. By utilizing the same unit, CCEMS will be able to seamlessly utilize the pads firefighters have placed on the patient with interruption of care. Additionally, this will assist with a cost savings for fire as CCEMS will replace our accessories and pads after each use. Because of trying to match to the equipment the CCEMS has, the purchase isn't being bid out due to purchasing from a sole source provider.*

*The purchase will be directly from the manufacturer Physio Control Inc. for a total price of \$68,298.75, which includes the trade in credit for the existing ZOLL monitors. This also includes a 4-year on-site comprehensive service package for maintenance of the units.*

**This Purchase was approved.**

**q.** Approval to purchase Tandem Dump Truck

*Bids were accepted for a day cab tandem dump truck for the Street Department. After reviewing the only bid received, the Street Department supervisor recommends purchasing the truck from Lee-Smith, Inc. from Chattanooga, TN for the purchase price of \$112,386.00. This item was budgeted for and approved in the 2019-2020 fiscal year budget.*

**This Purchase was approved.**

**r.** Approval of grass seed purchase for Parks & Recreation Department

*The Parks & Recreation Department requests approval to purchase grass seed to be used at Centennial Park and Duer Soccer Complex from The Feed Store. The total annual total cost is \$5,777.50. Although The Feed Store is \$271.10 higher than Sigma Organics, staff does not recommend the low bidder due to issues in the past with germination of Sigma seed.*

**This Bid was approved.**

**s.** Approval of proposal for Asphalt & Crack Repair for Basketball Courts

*Proposals were received June 18, 2019 for repair of the basketball courts at Centennial Park. Two bids were received and staff recommends Freitag Construction, the low bidder. Total price quoted for the project is \$29,827.50.*

**This Bid was approved.**

**t.** Rescind action for previous Caustic bid award to Dycho and approve price contract with Univar FY19-20

*Dycho Chemical was awarded the bid for caustic 25% for fiscal year 2019-20 water treatment at the June 11 Council meeting based on the bid tab. However, Univar was actually the low bid for that item. Dycho's bid was \$0.9911/gallon, and Univar's bid was \$0.9270.*

**This Bid was approved.**

**u.** Approval to purchase Process Chiller-Water Resources Department

*Bids were received on June 18 for a process chiller for the Water Resources Department. Action Heating and Cooling submitted the low bid of \$13,234.00 and are recommended to be awarded the bid.*

**This Bid was approved.**

**5. Other Business**

**a.** Discussion and action on request regarding Mobile Home Variance - Tom Baker

*Councilmember Harrison said that Mr. Baker has been to Planning Commission and the work session and both times, after the discussions were concluded, Mr. Baker said he was unable to hear the conversations. He said he was encouraging Mr. Baker to get that fixed so that everyone can have a full and fair discussion.*

**A motion was made by Council Member Rob Harrison, seconded by Mayor Pro-tem Art Gernt, to postpone discussion about the request until Council's next work session. The motion carried by the following vote:**

**Aye:** 5 - Council Member J. H. Graham, Council Member Rob Harrison, Mayor Pro-tem Art Gernt, Council Member Scot Shanks and Mayor James Mayberry

**b.** Approval of temporary street closure request by Grinder House Coffee Shop, LLC.

*Asa Reese and Angela Chastain, owners of Grinder House, have requested a temporary street closing for a block party on Friday, July 19. They have requested to close Main Street between Fourth and Fifth Streets from 5:30 p.m. to 9:00 p.m. Mr. Reese was present and explained that response to the artist he booked for the Grinderhouse two-year anniversary was far greater than he anticipated. He said the 86-seat coffee shop has a waiting list of 100 people for the evening. He would like to pipe the music into the street for the evening so that those outside could hear it. Councilmember Shanks expressed concern about blocking the main highway and suggested closing a side street, and Mayor Pro-Tem Gernt and Mayor Mayberry said they were concerned about people getting out beyond the barricades and the potential safety risk.*

*Mr. Reese said he was not looking for the City to set a troublesome precedent and that in the future he would certainly look for large venues when he had this much response. The event will be after normal business hours, and the closure is a short portion of Main Street. Mr. Reese said people were coming from as far away as Canada to hear this artist and that roughly 400 people a day come into Crossville to visit the Grinderhouse.*

**A motion was made by Council Member J. H. Graham, seconded by Council Member Rob Harrison, to approve temporary street closure. The motion carried by the following vote:**

**Aye:** 5 - Council Member J. H. Graham, Council Member Rob Harrison, Mayor Pro-tem Art Gernt, Council Member Scot Shanks and Mayor James Mayberry

**6. City Attorney's Report**

City Attorney's Report-July

**7. City Manager's Report**

City Manager's Report - July

*City Manager Greg Wood gave the monthly revenue reports for sales tax, wholesale beer, retail liquor, and hotel occupancy tax. He also presented reports on monthly police and fire statistics, water loss, building permits, special projects, bonded debt, grants, and the Chamber of Commerce scorecard.*

*Mr. Wood reported that the Webb Avenue sidewalk project was going well. A small glitch was found in the state inspection of Garrison Park and that it would be open as soon as possible. Brookhaven and Highland Lane projects are out for bid and the airport now had a fuel truck.*

**This Report was received and filed.**

**ADJOURNMENT**

**With no further business to conduct, the meeting was adjourned at 6:26 p.m.**