

# City of Crossville

392 North Main Street  
Crossville, Tennessee 38555



## Minutes

Tuesday, April 8, 2025

6:00 PM

Council Chambers

## City Council

*Mayor R.J. Crawford*  
*Mayor Pro-tem Art Gernt*  
*Council Member Mike Turner*  
*Council Member Mark A. Fox*  
*Council Member James Mayberry*  
*City Manager Valerie Hale*  
*City Clerk Baylee Rhea*

**AUDIT COMMITTEE - 5:15 p.m.**

*The Audit Committee met on Tuesday, April 8, 2025 at Crossville City Hall. Finance Director Nathan Clouse reviewed the monthly finances. In this discussion, Council addressed concerns related to raising the water rates due to the cost of depreciation, even though there would be a positive in cash flow without it. Mayor Crawford would like to see MTAS address the cost of depreciation.*

*Finance Director also clarified the cost of investment in the Snodgrass Building. Council member Turner stated he is concerned about the City's investment versus the selling price to the County and DCI being able to stay in the Snodgrass Building. Finance Director Clouse stated the additional money spent was spent when the County owned the building previously and this was needed for upgrades to the roads and sidewalks at the Snodgrass Building and the Amp. City Manager Hale stated the motion would need to include a contingency that DCI stays in the building upon the County taking ownership.*

**BEER BOARD - 5:45 p.m.**

*The Crossville Beer Board met on Tuesday, April 8th, 2025 at Crossville City Hall. Mayor Crawford was present and presiding. He called the meeting to order at 5:45 p.m.*

**Present:** 5 - Mayor R.J. Crawford, Mayor Pro-tem Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

**1. La Leona Taqueria**

*Cristina Leon Jaimes of La Leona Taqueria has applied for an on- and off-premise beer permit at 424 Obed Plaza Suite #2.*

**A motion was made by Mayor Pro-tem Art Gernt, seconded by Council Member James Mayberry, to approve the permit subject to Codes approval. The motion carried by the following vote:**

**Aye:** 5 - Mayor R.J. Crawford, Mayor Pro-tem Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

**PUBLIC HEARING - 5:50 p.m.**

**Present:** 5 - Mayor R.J. Crawford, Mayor Pro-tem Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

**1. Public Hearing - Annexations**

*A Public Hearing is required regarding the annexations for TMP 101 12.03 and 101 A 001.00-008.00 excluding 003.00 (Cook Rd.) and TMP 112D J 001.00, 003.00, 004.00, 042.00 and 112E J 19.00, 021.00 (Palmetto Dr.).*

*Mayor Crawford asked those in attendance if there were any comments regarding either property being annexed.*

Seeing none, Mayor Crawford adjourned the meeting.

### **REGULAR MEETING - 6:00 p.m.**

#### **Call to Order**

*The Crossville City Council met for its monthly meeting on Tuesday, April 8, 2025 at Crossville City Hall. Mayor Crawford was present and presiding. He called the meeting to order at 6 p.m. Danny Smith, Crab Orchard Christian Church, provided the invocation and the Young Marines presented the Colors and led the Pledge of Allegiance.*

#### **Roll Call**

**Present:** 5 - Mayor R.J. Crawford, Mayor Pro-tem Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

*Others present were City Manager Valerie Hale, City Clerk Baylee Rhea, City Attorney Randy York, Lee Lawson, Nathan Clouse, Leah Crockett, Brian Tilley, Rob Harrison, Tim Begley, Larry Kidwell, Jessie Brooks, Burt Allaire, John Conrad, Victor Torasso, Lainie Luse, Carolyn Jozwiak, Allison Crawford, Jeff Dyer, Ethan Hadley, Kyle Sherrill, Jessica Sherrill, Kameron Sherrill, Shea James, Serena Vasudeva, Robert De Blasio, the Rodrigez family, and the friends and family of the Young Marines.*

#### **1. Proclamations/Presentations**

##### **a. April 2025 Presentations/Proclamations**

*Mayor Crawford presented April's presentations and proclamations.*

*Joseph Jimenez was presented with Student of the Month for April, Kyle Sherrill was named Employee of the Quarter, and April was proclaimed Safe Digging Month.*

#### **2. Public Comment**

*Robert De Blasio addressed the ambulance service discussed at the previous week's Work Session. He informed Council that he works in insurance. He stated running an ambulance service can be difficult, especially when it comes to insurance. He suggested if they moved forward with an ambulance service, they should consider bidding out the running of the service.*

#### **3. Appointments**

**There were no appointments this month.**

#### **4. Chamber of Commerce Report**

*President/CEO of Crossville-Cumberland County Chamber of Commerce provided the City Council with a report on the Chamber's calendar of events.*

This report was received and filed.

## 5. Consent Agenda

### Approval of the Consent Agenda

*Mayor Crawford requested to pull items M and N on the Consent agenda to clarify the intent of the Council in the minutes.*

**A motion was made by Mayor Pro-tem Art Gernt , seconded by Council Member James Mayberry, to approve items 5 A-BB, excluding items M and N, on the Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Mayor R.J. Crawford, Mayor Pro-tem Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

### Ordinances on Third Reading

#### a. Ordinance amending Title 10 Chapter 1 - Animal Control

*Suggested updates to the animal control ordinance have been made based on current practices of staff, a suggestion from a member within the community, and MTAS's sample ordinance.*

**This Ordinance was adopted on third reading.**

### Ordinances on Second Reading

#### b. Ordinance amending FY 24/25 Budget - Leasing and Military Museum

*A budget amendment is necessary per the Comptroller's Office to move our leased vehicles in to a debt payment item. A budget amendment is also necessary for a donation to the Military Museum.*

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

#### c. Ordinance amending Title 5 Chapter 6 Municipal Purchasing Procedures

*City Council members have requested an amendment to the current purchasing ordinance. This amendment would allow for budgeted items over \$25,000 to be approved for purchase by the City Manager instead of going to Council. If the item is not budgeted or exceeds the budgeted amount, the City Council would vote for approval of the purchase. The City Clerk has also submitted a change to amend the section regarding bidding. This would allow for electronic bid submissions.*

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

### Ordinances on First Reading

#### d. Ordinance amending §13-103 - Weeds and Grass

*An Ordinance to amend Title 13, Chapter 1, Section 103 to read: Every owner or tenant of property shall periodically cut the grass and other vegetation commonly recognized as weeds on his or her property, and it shall be unlawful for any person to fail to comply within 10 days of an order by the City Manager or designee to cut the vegetation when it has reached a height of over two feet.*

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

### **Additional Consent Items**

- e. Approval of minutes (3/11, 4/1)

**This Minutes was approved as recommended.**

- f. Approval of appointment during City Manager's temporary absence

*A letter has been received in the City Clerk's office, as required by Charter, from the City Manager requesting approval of the Finance Director Nathan Clouse to serve in her capacity during future absences.*

**This Resolution was approved as recommended.**

- g. Approval to release the financial guarantee - East Ridge Drive

*The property owner of 3 lots along East Ridge Drive, located off Cook Road, received approval in June 2023 to install a low-pressure sewer line. The extension will be approximately 520 feet. Cooper and Company installed the low-pressure sewer line, and the work has passed all inspections. A letter of credit in the amount of \$17,119 was accepted in July 2024. Since the work has been completed and approved, Staff recommends releasing the letter of credit.*

**This Resolution was approved as recommended.**

- h. Approval of annexation resolution and Plan of Service for Cook Road

*Glenn Clark has requested his property along Cook Road (TMP 101 A C 001.00-002.00, 004.00-008.00, and 101 12.03) to be annexed into the City of Crossville. Total area being annexed is 8.43 acres. Water and sewer are existing. This annexation will include approximately 418 feet of Cook Road.*

*The Plan of Services has been recommended by the Crossville Regional Planning Commission.*

**This Resolution was approved as recommended.**

- i. Approval of annexation resolution and Plan of Service for Palmetto Drive

*Several property owners along Palmetto Drive, which is located off Myrtle Avenue have requested annexation. The total area proposed for annexation is ~4.12 acres. The annexation will include approximately 960 feet of Palmetto Drive, which will become a City street. The properties along Palmetto Drive that have requested annexation have also requested sewer, which will require an extension of approximately 950 feet of 4-inch low pressure sewer. The cost of the extension will be the responsibilities of those requesting the extension. The sewer line extension is listed in the Plan of*

Services.

*The Plan of Services and this annexation has been reviewed and recommended by the Crossville Regional Planning Commission.*

**This Resolution was approved as recommended.**

**j. Approval to apply for Brownfield Redevelopment Area Grant (BRAG)**

*City Staff is requesting to apply for the Brownfield Redevelopment Area Grant (BRAG) through TDEC to remove fuel tanks that were discovered during the Downtown Sidewalk project. Upon discovery, TDOT removed the tanks that were in the right-of-way. The remaining tanks will need to be removed by the City.*

**This Resolution was approved as recommended.**

**k. Approval to retain attorney to review contract with COUD**

*Requests for Qualifications were published in the Crossville Chronicle and sent to 10 local attorneys' offices to review a contract with Crab Orchard Utility District for the sale of water once the construction of the Miller Avenue extension is complete. This contract is necessary prior to construction beginning. City Attorney Randy York also represents Crab Orchard Utility District. Due to the conflict of interest, a different attorney will need review the contract.*

*Attorney Joe Wyatt submitted a letter with his qualifications and is recommended for approval.*

**This Resolution was approved as recommended.**

**l. Approval of resolution for Main Street Program**

*The City of Crossville is working with the Chamber of Commerce and Downtown Crossville Inc. to apply for the Tennessee Main Street Program. This program will allow for more grant opportunities to help with improvements to the Downtown area. This resolution authorizes participation in the Tennessee Main Street Program and designates a City Official to represent the City of Crossville on the local nonprofit Main Street Governing Board of Directors (Downtown Crossville Inc.).*

**This Resolution was approved as recommended.**

**m. Approval to sell the Snodgrass Building and the Amphitheater to Cumberland County**

*On August 23, 2013, Cumberland County sold the Snodgrass Building and Amphitheater to the City of Crossville for \$51,900. The County has requested to purchase both back from the City. After the purchase of the property, the City completed improvements in the amount of \$7,998.41. In 2012, prior to purchasing the property, the City made improvements to the Amphitheater for \$23,604.54. The 30-day advertising period is required by Charter prior to selling of any City property.*

**A motion was made by Mayor R.J. Crawford, seconded by Mayor Pro-tem Art Gernt, to approve the sell of properties in the amount of \$51,900 to Cumberland County, Cumberland County continue leasing to DCI, advertise for the 30-day period, and allow the City Attorney to negotiate if needed. The motion carried by the following vote:**

**Aye:** 5 - Mayor R.J. Crawford, Mayor Pro-tem Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

**n.** Approval to lease parking lot

*Cumberland County purchased the Lewis parking lot behind the Courthouse. The City of Crossville would like to lease the parking lot from the County and make improvements by paving and striping the parking lot. This would create 29 additional public parking spaces in the Downtown area. A lease is being reviewed by both the City and County Attorneys.*

**A motion was made by Mayor R.J. Crawford, seconded by Council Member James Mayberry, to approve the intent to move forward with this project and allowing the City Attorney to draft a lease to approve in the future. The motion carried by the following vote:**

**Aye:** 5 - Mayor R.J. Crawford, Mayor Pro-tem Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

**o.** Approval of a resolution to amend Standing Rules

*City Attorney Randy York has suggested amending City Council's current Standing Rules, specifically for Executive Closed Sessions. Amendments were made to the Executive Closed Sessions, adding Public Comment to every meeting type, and a rule adding "Any item recommended at the Work Session to be placed on the agenda for the regular meeting must be placed on the City Council's regular meeting agenda."*

**This Resolution was approved as recommended.**

**p.** Approval of a resolution for the Project Diabetes grant

*A resolution is required for the Project Diabetes grant. This resolution will authorize the City to apply for \$261,950 in funding from the Tennessee Department of Health through the Project Diabetes Program, and give the Mayor and City Manager authorization to execute all necessary documents and agreements related to the application and administration of the grant. This grant is for improvements at Meadow Park Lake.*

**This Resolution was approved as recommended.**

**q.** Approval of Healthy Built Environment grant resolution

*Approval of a resolution for the Healthy Built Environment grant is required for the grant. This grant is for \$80,000 for improvements to the pickleball courts. This resolution authorizes the City of Crossville to prepare and submit an application for Healthy Built Environment grant funds through the Tennessee Department of Health, and gives the Mayor, City Manager, and other appropriate officials authorization to take all necessary actions, including signing and submitting documents, to facilitate the application and potential receipt of grant funds.*

**This Resolution was approved as recommended.**

**r.** Approval of temporary street closings for Friday at the Crossroads

*Friday at the Crossroads is being planned for 2025. The committee requests the following dates and streets to be closed:*

*June 6, 2025 from 3:45 p.m.-8:15 p.m.*

*August 1, 2025 from 3:45 p.m.-8:15 p.m.*

*October 3, 2025 from 3:45 p.m.-8:15 p.m.*

- Main Street from Hwy 70 to Neecham St.*
- Fourth St. from Thurman Ave. to West Ave.*
- Second St. from Main St. to Thurman Ave.*
- First St. from West Ave. to Thurman Ave.*
- Stanley St. from Main St. to Thurman Ave.*
- Fifth St. from West Ave. to Main St.*

**This Permit was approved as recommended.**

**s. Approval of temporary street closing for Boo on Main**

*The Crossville Cumberland County Chamber of Commerce is requesting a temporary street closing for Main Street from Neecham Street to Highway 70 for the Boo on Main event. The requested hours are from 3:30 p.m. to 8:00 p.m. on Saturday, October 25.*

**This Permit was approved as recommended.**

**t. Approval of TDOT Contract for the relocation of water and sewer on 70N SR24 Bridge PIN 124053.00**

*Three contract packets have been presented for the relocation of the water, sewer and one easement. The City's water and sewer utilities will be relocated in TDOT's contract. TDOT does not require the City to deposit money into an account for this project and the City will be reimbursed for a portion of the Engineering and inspection.*

**This Contract was approved as recommended.**

### **Bids/Purchases**

**u. Approval of pedestrian bridge bid**

*Bids were received for the pedestrian bridge bid. This bridge is apart of the Greenway project. The bid was for \$75,900. The City will be reimbursed partially by the County's Three Star Grant in the amount of \$50,000. Contech is recommended to be awarded the bid.*

**This Bids/Purchases was approved as recommended.**

**v. Bulk Coarse Salt FY25-26**

*Street Supervisor Kevin Music reviewed the bids for Bulk Coarse Salt and recommends awarding the price contract to Morton Salt, Inc.*

**This Bids/Purchases was approved as recommended.**

**w. Waterline Supplies FY25-26**

*Catoosa Supervisor Jeff Johnson and Water/Sewer Supervisor Billy Poore reviewed the*



*bids for Waterline Supplies and recommends awarding the following bids:*

*G & C Supply Co. for the saddles, coupling for 3/4" service tubing brass, Smith Blair circle clamp, 3/4" meter yokes, brass saddles, 2' Ford Setters, 1' Ford meter yoke 10" rise.*

*Consolidated Pipe & Supply Co. Inc. for master meters, 3/4" PE Municipex CTS Service Tubing 500' coil, 1" PE Municipex CTS Service Tubing 500' coil, 17" x 30" plastic meter box, Master Meter Register, Octave Meters, 3g DS Encoder XTR, DS Encoder Module, DLG 3G DS Fast Pulse DLG, Octobe Doulbe Pulse Output ADA.*

**This Bids/Purchases was approved as recommended.**

**x.**

#### Water Treatment Chemicals FY25-26

*Water Resource Supervisor Joe Kerley reviewed the bids for Water Treatment Chemicals and recommends the following:*

*Corechem Inc: Caustic 50% for \$3.2200/gal*

*Brenntag Mid-South: Caustic 25% for \$1.1300/gal, Sodium Bicarbonate got \$0.3690/pound, and Sodium Thiosulfate for \$3.4490/gal.*

*Dycho Company Inc: Flurosilicic Acid for \$3.4800/gal, Granular Salt Bulk for \$0.1750/pound, and Norit PAC for \$1.3700/pound.*

*Carus LLC: Zinc-Ortho Phosphate for \$7.9200/gal*

*United Mineral & Chemical Corp: Sodium Permanganate for \$10.4500/tote*

*Water Resource Supervisor Joe Kerley recommends to not award bid for Polymer (Coagulant).*

**This Bids/Purchases was approved as recommended.**

**y.**

#### Fertilizer FY25-26

*Parks Supervisor reviewed the bids for Fertilizer and recommends awarding the price contract to SiteOne Landscape Supply from Knoxville.*

**This Bids/Purchases was approved as recommended.**

**z.**

#### Tires and Installation FY25-26

*Bids were received for FY 25-26 Tires and Installation. The low bidder, Shadden Tire, is recommended.*

**This Bids/Purchases was approved as recommended.**

**aa.**

#### Pest Control FY25-26

*City Clerk Baylee Rhea reviewed the bids for Pest Control and recommends awarding the price contract to Lookout Pest Control. An addendum was sent out prior to bid opening, but after Lookout's bid was submitted. They have agreed to service the 2 additional locations.*

**This Bids/Purchases was approved as recommended.**

**bb. Street Striping FY25-26**

*Street Supervisor Kevin Music reviewed the bids for Street Striping and recommends awarding the price contract to Volunteer Highway Supply Co. Inc.*

**This Bids/Purchases was approved as recommended.**

**6. Other Business**

**7. City Attorney's Report**

**City Attorney's Report**

*City Attorney Randy York stated he did not have anything to report on.*

**This Report was received and filed.**

**8. City Manager's Report**

**City Manager's Report**

*City Manager Valerie Hale reviewed the tax revenues. Ms. Hale informed Council of the increase in traffic at the airport. She reminded everyone that the Council Retreat would take place May 20th from 8 a.m. until 11 a.m. at City Hall. Finally, she passed along a thank you from the Crossville Shooting Sports Park and the Gamaliel Cup. It took place over the weekend and was a huge success.*

**This Report was received and filed.**

**ADJOURNMENT**

**A motion was made at 6:19 p.m. by Council Member Mike Turner, seconded by Council Member Mark A. Fox, to adjourn the meeting. The motion carried unanimously.**

**Aye:** 5 - Mayor R.J. Crawford, Mayor Pro-tem Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry