

City of Crossville

392 North Main Street
Crossville, Tennessee 38555



Minutes

Tuesday, August 8, 2023

6:00 PM

Council Chambers

City Council

Mayor R.J. Crawford
Mayor Pro Tem Rob Harrison
Council Member Art Gernt
Council Member Scot Shanks
Council Member Mike Turner
City Manager Greg Wood
City Clerk Valerie Hale

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

The Crossville City Council met for its monthly meeting on Tuesday, August 8, 2023 at Crossville City Hall. Mayor R.J. Crawford was present and presiding. He called the meeting to order at 6:00 p.m. Mike Garrett, Meridian Baptist Church, provided the invocation. The Young Marines presented the Colors and led the Pledge of Allegiance.

Roll Call

Present: 4 - Council Member Scot Shanks, Council Member Mike Turner, Mayor Pro-tem Rob Harrison and Mayor R.J. Crawford

Absent: 1 - Council Member Art Gernt

Others present were City Attorney Randy York, City Manager Greg Wood, City Clerk Valerie Hale, Heather Mullinix, Edd Dyer, Terry Potter, Chris South, Tim Begley, Burt Allaire, Jessie Brooks, Mike Garrett, Fred Houston, Tim Chesson, Bob Ross, Victor Torasso, Josh Stone, Costanza Billups, Friends and Family of the Young Marines, Lee Lawson, Mark Fox, Darian Dykes, Vanessa Petty, Kevin Music, Mike Gooding, Jenn Gooding, and Alan Gagnon.

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

Vanessa Petty, Cumberland County Habitat for Humanity, spoke to the City Council regarding their request on the agenda to temporarily close the streets for their Lunch on the Lawn event. She clarified that the time requested is 8:00 a.m.-1:30 p.m. and only requesting the west bound lane of 2nd Street.

3. Appointments**a. Crossville Housing Authority**

Josh Stone's term on the Crossville Housing Authority has expired, which is a Mayoral appointment. Mr. Stone agreed to serve another term and Mayor Crawford administered the oath of office.

This Appointment was announced.

b. Convention and Visitors Bureau

A motion was made by Mayor R.J. Crawford, seconded by Mayor Pro-tem Rob Harrison, to appoint Malena Fisher and Jerry Harris to 3-year terms. The motion carried by the following vote:

Aye: 4 - Council Member Scot Shanks, Council Member Mike Turner, Mayor Pro-tem Rob Harrison and Mayor R.J. Crawford

Absent: 1 - Council Member Art Gernt

c. Crossville Regional Planning Commission

Mike Moser submitted his resignation effective August 1, 2023. Mayor Crawford announced his appointment of Jerry Wood to fulfill the term, which will expire March 1, 2025.

This Appointment was announced.

Mayor R.J. Crawford recognized Young Marines Gunnery Sergeant Costanza Billups for placing in the top ten of graduates for the 2023 National Leadership Academy held in San Pedro, California. Ms. Billups frequently leads the Young Marines at the monthly City Council meetings in presenting the Colors and leading the Pledge of Allegiance. Mayor Crawford presented her with a City of Crossville challenge coin.

4. Chamber of Commerce Report

Ethan Hadley, President/CEO of Crossville-Cumberland County Chamber of Commerce, reported on the agency's monthly activities and calendar of events. He also stated that Cumberland County is 15th in the State of Tennessee for direct tourist expenditures.

5. Consent Agenda

Approval of the Consent Agenda

A motion was made by Mayor Pro-tem Rob Harrison, seconded by Council Member Scot Shanks, to approve the Consent Agenda Items 5A-P. The motion carried by the following vote:

Aye: 4 - Council Member Scot Shanks, Council Member Mike Turner, Mayor Pro-tem Rob Harrison and Mayor R.J. Crawford

Absent: 1 - Council Member Art Gernt

a. Approval of minutes (7/11)

The Minutes were approved as recommended.

Ordinances on Second Reading

b. Ordinance amending Title 16 Chapter 5 Streets and Sidewalks

This Ordinance was approved on second reading.

c. Ordinance amending FY22-23 budget for end of year adjustments

This Ordinance was approved on second reading.

Ordinances on First Reading

- d. Ordinance amending FY23-24 budget

This Ordinance was approved on first reading.

Additional Consent Items

- e. Approval of Goose Pointe Sewer Extension (Deer Creek Subdivision)

The property owner of Lot 8 on Goose Pointe has requested a mainline sewer extension to their property. It is approximately 185 feet. The City engineering staff is recommending a 2-inch low pressure sewer line. The cost estimate for material is \$738.98, which includes all materials and the TDEC fee. The property owner has requested the City to install the line. The property owner will need to pay the City of Crossville a total of \$6,812.98 to have the sewer line extended. That total includes the sewer tap, grinder pump and the cost estimate. The cost estimate and location map were presented. Planning Commission has suggested approval for the sewer line extension. Staff recommends the approval of the mainline sewer extension to lot 8 of Goose Pointe.

This Resolution was approved as recommended.

- f. Approval of Westheria Drive and Narcissus Street as City streets

Westheria Drive and Narcissus Street were never formally adopted as City streets. The streets were paved and approved by City staff in November 2015.

This Resolution was approved as recommended.

- g. Approval of waiver for pole banner signs-Relay 4 Life

The City's current sign ordinance does not allow for pole banner signs. Approval to hang the signs and granting a waiver for the sign ordinance is requested for the Relay 4 Life banners. The issue will be addressed during the upcoming sign ordinance review to avoid another pole banner conflict.

This Permit was approved as recommended.

- h. Approval of contract for engineering services-Creston Area Waterline Project

The City has received funds from the America Rescue Plan Act for four waterline projects in the area of Creston Road. An agreement with J.R. Wauford & Company was presented for all engineering services in an amount not to exceed amount of \$208,000.

This Contract was approved as recommended.

- i. Approval of grant contract amendment regarding TAP Grant
(Transportation Alternatives Program)-Downtown Sidewalk Project

An amendment to allow more time for the construction of the downtown sidewalks is

requested. The amendment extends the project to May 1, 2025 and adds additional funding in the amount of \$1,367,172.25. Total project is estimated to be \$2,991,736 with the total cost to the City estimated to be \$598,347.20.

This Contract was approved as recommended.

j. Approval of contract amendment regarding engineering services-TAP Grant/Downtown Sidewalk Project

Approval of an amendment is requested for the construction inspection fees for the upcoming downtown sidewalk project. The original amount budgeted in the contract was \$106,786.54, which was proposed in 2018. Due to the delay of the project, inflation, and supply chain issues, the estimated costs have increased to \$328,040.65. Staff recommends approval.

This Contract was approved as recommended.

k. Approval of contract for terminal building renovation construction administration phase services

Approval of a contract from Atkins and its subconsultant, Lambe & Associates, to perform construction administration phase services is requested. The contract is in the amount of \$28,900. The services include contract documents, shop drawings, administrative duties, and project management. Payment for these services will be supplied through the grant being received through TDOT Aeronautics and the Federal Aviation Administration with the City matching roughly 7%. Staff recommends approval.

This Contract was approved as recommended.

l. Approval of resolution to amend Standing Rules

Due to recent changes to the Tennessee Open Meetings act, the City of Crossville City Council's standing rules should be amended to reflect a 48-hour notice, rather than the current 24-hour notice.

This Resolution was approved as recommended.

Bids/Purchases

m. Approval of bid for Village Inn Debris Removal

One bid was received on July 18, 2023 for the Village Inn Debris Removal. ServPro bid in the amount of \$12.19 per yard. Staff recommends awarding the bid to ServPro.

This Bids/Purchases was approved as recommended.

n. Approval to purchase Ford F-750 Dump Truck with Salt Equipment

The Street department Manager has obtained a quote for the purchase of a Ford F-750 dump truck to include salt equipment. The State bid price is \$135,305.00. The Street department manager has reviewed the quote and recommends purchasing the dump truck with salt equipment. The purchase was budgeted and approved in the 2023/2024 budget.

This Bids/Purchases was approved as recommended.

o. Approval to purchase dozer equipment for the Street Department

The Street department manager is requesting permission to move the dozer forward to this budget year. The manager has received a quote from Stowers for the dozer to be purchased on State contract in the amount of \$177,160.00.

Currently, the grader is in the budget to be purchased this budget year. Quotes to replace the grader this year exceeds the amount budgeted and the trade-in value offered for the old grader was less than anticipated.

Upon review of the capital budget, the Street department manager is asking for the dozer to be moved forward to this fiscal budget, and grader moved to a later fiscal year. The dozer is used more often than the grader.

This Bids/Purchases was approved as recommended.

p. Approval to purchase front end wheel loader

Veolia requests to purchase a front-end wheel loader in the amount of \$190,208.00 from Stowers Equipment. Stowers has a contract with the State of Tennessee Central Procurement Office for this type of equipment.

This Bids/Purchases was approved as recommended.

6. Other Business

a. Discussion and action regarding temporary street closure for Lunch on the Lawn

Cumberland County Habitat for Humanity is requesting a temporary street closure on Friday, September 15th for its event, Lunch on the Lawn. They are requesting to temporarily close Second Street from Main Street to Thurman Ave. At the recent work session, 10:00 a.m.-1:30 p.m. time frame was proposed by City Council. During the public comment at the beginning of the meeting, Ms. Petty clarified that her request is for half of Second Street from 8:00 a.m.-1:30 p.m.

A motion was made by Mayor R.J. Crawford, seconded by Mayor Pro-tem Rob Harrison, to approve the temporary street closure of Second street and parking in front of court house from 8:30 a.m. -1:30 p.m.. The motion carried by the following vote:

Aye: 4 - Council Member Scot Shanks, Council Member Mike Turner, Mayor Pro-tem Rob Harrison and Mayor R.J. Crawford

Absent: 1 - Council Member Art Gernt

b. Discussion and action regarding purchase of property to relocate Fire Station 2

An offer has been received from Cotton Patch Properties, Inc. to sell 4.63 acres to the City for \$150,000 per acre for a total amount of \$694,500.00.

A motion was made by Mayor R.J. Crawford, seconded by Council Member Scot Shanks, to accept offer for the purchase of 4.63 acres for \$150,000 per acre with total cost being \$694,500 and motion to include 1st reading of budget amendment. The motion carried by the following vote:

Aye: 4 - Council Member Scot Shanks, Council Member Mike Turner, Mayor Pro-tem Rob Harrison and Mayor R.J. Crawford

Absent: 1 - Council Member Art Gernt

(After the meeting concluded, it was determined a budget amendment is not necessary. The amount was approved in the FY23-24 budget.)

c. Discussion and action regarding approval of contract amendment for engineering services-Raw Water Supply Evaluation

J.R. Wauford & Associates has presented Amendment No. 3 for approval to continue with the raw water supply evaluation. The contract is in an amount not to exceed \$150,000.00. The scope includes services necessary to complete the Section 404 and 401 permits, negotiations with TDEC, coordination of mitigation plan preparation, draft permit applications, and assistance with property acquisition to construct the raised Meadow Park Lake reservoir.

A motion was made by Mayor R.J. Crawford, seconded by Mayor Pro-tem Rob Harrison, to approve contract with J.R. Wauford & Associates to continue the raw water supply study. The motion carried by the following vote:

Aye: 4 - Council Member Scot Shanks, Council Member Mike Turner, Mayor Pro-tem Rob Harrison and Mayor R.J. Crawford

Absent: 1 - Council Member Art Gernt

d. Discussion and action regarding additional funding for the Veterans' Services Office

The Veterans' Services Office requested an additional \$5,000 to the amount approved in the FY23-24 budget.

A motion was made by Mayor R.J. Crawford, seconded by Council Member Mike Turner, to approve amount additional \$5,000 to Veterans' Services Office and 1st reading of budget amendment . The motion carried by the following vote:

Aye: 4 - Council Member Scot Shanks, Council Member Mike Turner, Mayor Pro-tem Rob Harrison and Mayor R.J. Crawford

Absent: 1 - Council Member Art Gernt

e. Discussion and action regarding approval of ARPA Regional Grant Application

Staff recommends the submission of an American Rescue Plan Act grant application to install an interconnect line with Crab Orchard Utility District. The project will consist of approximately 17,000 feet of 12-inch ductile waterline, a booster pump station with a meter, and other incidental items. The line would begin on the southwestern quadrant of the Highway 127 South and Miller Avenue intersection and follow Miller Avenue east crossing Highway 70 and ending just south of Chestnut Hill Road. The booster pump station would be installed just west of Rock Quarry Road.

The portion of the line to the west of the booster pump would belong to the City and the booster pump and the line to the east would belong to Crab Orchard Utility

District. The grant is 95% with a 5% match. The match required for each utility would be based off of the bid price for each owned section. The project is roughly estimated at a little over 6 million dollars.

This project gives the City the ability to sell water to Crab Orchard Utility and would also provide this section of Miller Avenue with water service.

A letter of support is required from the City and from the Crab Orchard Utility District.

A motion was made by Mayor R.J. Crawford, seconded by Council Member Scot Shanks, to approve application and letter of support. The motion carried by the following vote:

Aye: 4 - Council Member Scot Shanks, Council Member Mike Turner, Mayor Pro-tem Rob Harrison and Mayor R.J. Crawford

Absent: 1 - Council Member Art Gernt

7. City Attorney's Report

a. City Attorney's Report

City Attorney Randy York stated he did not have any lawsuits or activity to report; however, he commended City Engineer Tim Begley on his efforts toward the ARPA application and preserving the City's rights.

This Report was received and filed.

8. City Manager's Report

a. City Manager's Report

City Manager Greg Wood reported on the monthly revenues of sales tax, wholesale beer tax, liquor inspection fees, and hotel occupancy tax, which have all increased steadily from last year except hotel occupancy tax.

Mr. Wood noted that the Crossville Police Department placed 1st in the 19th annual Law Enforcement Challenge for police departments of equal size. He also noted that the Crossville Fire Department placed 5th out of 594 departments in the State for data reporting.

Mr. Wood reviewed water loss, building permits, engineering/construction projects, and activities by Leisure Services.

This Report was received and filed.

ADJOURNMENT

A motion was made by Council Member Scot Shanks at 6:29 p.m., seconded by

Mayor Pro-tem Rob Harrison, that the City Council meeting be adjourned. The motion carried by an unanimous vote.