

City of Crossville

392 North Main Street
Crossville, Tennessee 38555



Minutes

Tuesday, May 7, 2024

5:00 PM

Conference Room 317

Work Session

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

Call to Order**Roll Call**

Present 5 - Council Member Art Gernt, Council Member Scot Shanks, Council Member Mike Turner, Mayor Pro-tem Rob Harrison, and Mayor R.J. Crawford

Others present were City Attorney Randy York, City Manager Valerie Hale, City Clerk Baylee Rhea, Jessie Brooks, Bob Eibling, Karen Selecman, Vicki Upchurch, Brad Harris, John Conrad, Nick Reed, Carolyn Jozwiak, Victor Torasso, Mandy Perhay, Kim Chamberlin, Randy Davis, Steve Powell, Mark Houston, Chris South, Billy Poore, Travis Cole, Terry Potter, Vicky Smith, Melinda Kelsey, Kevin Music, Debrina McCarver, Spencer Walton, Eddie Bisum, Cassie Bisum, Bruce Wyatt, Robert McClellan, Heather McClellan, Marja D'Auria, Matthew D'Auria, Lillian Fox, Dr. Mark Fox, Marly Pool, Clifford Pugh, Bruce Wyatt, Ethan Hadley, Leah Crockett, Fred Houston, Nathan Clouse, Tom Isham, Lanie Luse, Darian Dykes, Kevin Chamberlin, Danny Thurman, Sue York, Mike Terry, Larry Kidwell, Bob Ross, and Butch Smith.

Swearing-In of Finance Director

Mayor Crawford swore in the City's new Finance Director Nathan Clouse.

Public Comment

Nick Reed discussed the recreation center and the fantastic opportunity for the City of Crossville and Cumberland County. He thinks the YMCA can bring a lot of great opportunities to Crossville. He thanked Council for all their work in gathering information on how it works, funding, and creating a plan.

Debrina McCarver feels like the City should allow citizens to vote on the recreation center. She works in property management and worries about her elderly tenants' rent going up due to a property tax rate increase if the recreation center is built. She stated she does not think her elderly tenants would use the facility because of their limited income.

Mark Houston works for Cumberland Mountain State Park and stated that a few years ago his Deputy Commissioner mentioned grant funding for cities and counties that open up pools which would allow State Parks to close theirs and use the space for something else. He emailed his director recently to get more information on the grant funding. Mr. Houston's Director informed him grant funding would be available to the City if they have a Parks and Recreation Department, which the City does. Mr. Houston stated he is willing to help the City of Crossville obtain grant funding to help build the recreation center.

Vicki Upchurch is a business owner from Crossville. She stated she was on a committee 22 years ago to try to build a recreation center and the main concern then was property taxes. As a business owner and local, she has seen a real problem in getting doctors to stay and industries to come here, because when families come

here, there is not anything for the families to do, so they leave. She owns a pharmacy inside of Cumberland Medical Group and most doctors only stay two to three years and they leave because there is nothing for their children to do. Mrs. Upchurch's grandson plays soccer at the Cookeville YMCA and praised them for the age inclusion and how much there is to do at the Y.

Victor Torasso gave brief recap of the first cruise-in of the year. He did not hear any complaints from business owners and he felt they were well notified. They had a great turn out. He thanked the City staff in attendance. He suggested to Council to look at doing event permits rather than street closure permits so that all events would be getting a permit, even if they are not having a street closed.

Karen Selecman has lived in Crossville for almost 50 years and she is all for the recreation center and the YMCA. She, along with Vicki, have tried to get a recreation center here for years. She feels like it has a lot to do with the quality of life for young families and community. She thinks it can add a better quality of life.

Randy Davis is an administrator at Cumberland Medical Center and Crossville resident. He is in support of the recreation center and YMCA. He wanted to be transparent by adding that he has served as a board member of YMCA previously and the YMCA brings everything to the table. He stated he needs partners like the YMCA to help prevent sickness and bad health in our community. He informed the crowd of benefits the YMCA can offer to patients after being discharged from the hospital. He thinks it would be great for our community.

Bob Eibling informed Council that 78 million Americans are considered obese. He stated that there are plenty of issues with health care presently, and it will only get worse if something is not done now. One of the solutions is exercise. He stated he joined the Y in Cleveland, TN and it was a great experience. He went on to say there is not another facility like this between Cookeville and Farragut. He thinks many counties surrounding ours would come to use the YMCA, which would bring in more restaurants, hotels, and overnight stays. He works in the school system teaching pickleball and he loves that kids are able to get out and exercise. He stated the YMCA could help in this aspect. Mr. Eibling informed those present that the YMCA is also a first responder and one of the first groups on the scene when the tornados in Cookeville happened a few years ago. They allowed people to stay at their facility and get showers. He sees a wonderful, potential I partnership and hopes he's still around when the facility is built.

Dr. Mark Fox stated he is fortunate enough to work with the public and interact with different people. He sees people with varying degrees of health on a daily basis. He stated over the past few months he has had conversation about the recreation center with dozens of people. In all of these conversations he has had, only one person opposed the recreation center. Not due to cost or increase in taxes, but because of their religious conflict with the YMCA's doctrine.

Robert McClellan is a big supporter of a recreation center. He owns businesses in Crossville but works for National Scholastic Chess Foundation. They are a New York non-profit and work with a lot of schools, Boys and Girls Clubs, and YMCAs. He stated how smoothly these facilities run because of a national support network. He stated that in his experience working with other cities that have a set up like what is proposed, it does not increase taxes but expands the tax base. Crossville could attract new, younger families. He hopes the community will get beyond their concerns for cost and that it will pay for itself many times over.

1. Presentation from MTAS on Water Rates

Brad Harris presented on the water rate study that had been completed by MTAS. He stated the findings indicate if water rates do not increase, the water and sewer budget would not be balanced in 2027. To be proactive rather than reactive, he suggested to Council to either lower the minimum monthly gallons to 1,500 gallons or raise rates by 3.5%. He stated that lowering the minimum gallons would increase revenue but only slightly. If any large maintenance projects were to occur, the budget may not be balanced. If rates were raised 3.5%, this would put the City in a better financial position. He suggests looking at this annually and adjusting as needed.

This item was recommended for approval.

2. Discussion and action regarding the next phase of the contract with Upland Design Group

Kevin Chamberlin with Upland Design Group gave a brief update from American Constructors regarding the updated schematic design and a cost estimate. He stated these are not exact numbers and the construction cost estimate has decreased from previous numbers. He would like to get a hard number from the construction manager and would need approval to move to the next phase of the contract for that to occur.

This item was recommended for approval.

3. Discussion and action regarding the Memorandum of Understanding with the YMCA

City Attorney Randy York stated he has prepared a Memorandum of Understanding to enter in to with the YMCA. This is a document that is not enforceable to any of the parties at this time, but it is an essential step in moving forward so more particular documents can be drawn up. Mr. York informed Council that the YMCA has not approved the Memorandum of Understanding but once approved by Council and the Sports Authority of the City of Crossville, their board will vote on it. Mr. York stressed to Council that it was important to understand that we cannot move forward with getting bonds until an operating agreement has been agreed upon. Mr. York explained the process of the Sports Authority entering in to agreements with the YMCA. The Sports Authority will be used so property taxes will not be used to pay for the facility. This facility will primarily be paid by sales tax. Mr. York explained to Council since the Sports Authority is getting the bonds, they will have to enter into agreements with the City, contractors, and YMCA. The Sports Authority and the City of Crossville will enter into an agreement so once the bonds are paid off, the property will revert back to the City of Crossville.

Mayor Pro Tem Harrison asked what penalties would occur if they held a referendum vote or survey. The City Attorney stated that once a contract is entered into they are contractually obligated to follow the contract and fees may occur depending on the contract. A decision to hold a referendum or survey is totally up to Council, but if they decide to do it, they should hesitate to enter into any contracts. Council member Turner still believes there should be a referendum and that a referendum is not a stall tactic. Mr. York stated a referendum can happen any time. Council member Turner stated he's more comfortable with the project since property taxes will not be used but still wants to hear from the people of Crossville.

Council member Shanks stated any big decision that Council doesn't want to make could be taken to referendum. But the problem he has is the public cannot be

educated to the point of knowing everything Council knows about this project. Council member Shanks stated he has spent hours researching this project and there is no way to transfer all of that knowledge to everyone that would be voting. He does not want this to be a political issue and is afraid people would vote based off what they were told, and not the facts.

Mayor Crawford reminded Council that this time last year they discussed a referendum. It was stated that if property taxes would be used or they couldn't get the price tag down, they would put it to a referendum. Mayor Crawford came back and had the price tag down, off of property taxes, and a partnership with the Y. He stated the City is in a position like they have never been in before since this conversation began in the 1990s. The Mayor stated Council needs to make a decision and move forward with whatever that decision is.

Council member Gernt stated democracy is happening. He detailed the properties the City has purchased for the project, meetings the recreation center has been discussed at, the hours of time invested in to this project, and running his campaign on the promise of the recreation center. He has made decision on the City's budget that involves millions of dollars of year. He thinks the referendum vote is a stall tactic and the people requesting it do not want the recreation center under any circumstances. Council member Gernt thinks Crossville can handle this project and that it has a very low risk.

This item was recommended for approval.

4. Discussion regarding tornado sirens

Chief Chris South and Director of Crossville/Cumberland County Emergency Management Agency Travis Cole discussed the many forms of alerts available to the public for weather awareness. Mr. Cole explained the uniqueness of Cumberland County being in between two satellites, which can hinder the timing of alerts going out. Mr. Cole followed this by saying he was working with the National Weather Service to improve the alerting system. Mr. Cole informed Council of a free app his department created to inform the citizens of Crossville and Cumberland County of weather alerts, road conditions, school closing and more. He encourages everyone to download it and purchase a weather radio. Chief South went on to speak about tornado sirens being great for outdoor venues but not for alerting the general public. He explained that companies that manufacture and sale sirens state this. Council member Turner questioned why so many places have tornado sirens if they aren't effective. Chief South explained they are expensive to purchase, expensive to maintain, and we have better, more economical choices with the alert systems we have in place now. Chief South also mentioned a problem could arise on who pushes the button to start the sirens, human error, or an automatic alerting system which alerts from the National Weather Services. Chief South warned that sirens get your attention, but they do not provide any other information like a weather alert or radio would. Council member Turner suggested, along with social media, promoting the apps and radio through the newspaper and radio. Chief Turner said they would be happy to speak to group regarding weather alertness, as well.

This item was discussed.

5. Discussion and action regarding paving

City Manager Valerie Hale explained we have approximately \$1,200,000 in our State Street Aid Fund that can only be used for paving or street lights. This money is

accumulated through the gas tax. City Manager Hale is requesting to move in to the next fiscal year's paving schedule while Rogers Group is available to pave City streets. This would put the City in a better position when Highway 127 gets paved, having the connecting streets paved then as well. Council member Gernt asked if this would be more cost effective and City Manager Hale stated it would be because of the price of crude oil. Mayor Pro Tem Harrison asked if we were still discussing purchasing our own paving equipment. Street Department Supervisor informed Council that after speaking with Rogers Group, we will be a priority in their paving schedule if we do not purchase the equipment. Mr. Music would like to proceed with as much work as possible while Rogers Group is able. Finance Director Fred Houston stated moving in to next year's paving schedule this year would require a budget amendment of \$600,000.

This item was recommended for approval.

6. Discussion of delinquent tax properties within City limits

City Attorney Randy York informed Council of an upcoming tax sale in the Clerk and Master's office. Mr. York explained the process of how the tax sale works since there are four City properties on the next tax sale list. A question arose on the procedure of receiving back taxes if the properties are not purchased and deeded to the County. Mr. York wants a Memorandum of Understanding with the County on how City properties will be handled under their ownership. Mr. York explained to Council that back taxes, attorney's fees, and court costs usually vastly exceed the value of the property.

This item was discussed.

7. Discussion regarding the I-40 Welcome Sign

City Manager Valerie Hale presented to Council the sign designs for the I-40 Welcome Sign and requested their feedback in the next few days.

This item was discussed.

8. Approval of Annexation and Plan of Services for Tax Map 099 014.01

The property owner is requesting annexation of their property, which is listed as Tax Map 099 parcel 014.01. This property is bisected by Northside Drive and is located adjacent to The Gardens development. The property owner is proposing construction of a campground on the western side of Northside Drive. As part of the annexation, they are requesting that water and sewer be provided to the proposed campground site at no cost to them, except tap and other fees. The Crossville Regional Planning Commission met on April 18, 2024 and voted to recommend annexation to City Council and approved the Plan of Services.

City engineering staff has developed a plan to extend water and sewer to the proposed campground. The proposed extensions include approximately 840 feet of 2-inch water line and 840 feet of 4-inch low pressure sewer. While installing these lines, it was discussed by the Planning Commission to install an 8-inch lines as well for future development in this area.

This item was recommended for approval.

9. Approval of the land lease to Azure Flight Support

The 30-day advertising period for the land lease to Azure Flight Support ends May 12,

2024. City Attorney Randy York informed Council they had a lease he and Azure Flight Support were satisfied with, and recommended approval of the lease. City Manager Hale informed Council that Azure has two tenants lined up for hangars once they are built.

This item was recommended for approval.

10. Approval to renew contract with Veolia Water North America-South LLC

The City of Crossville contracts with Veolia Water-North America-South, LLC for wastewater operations, maintenance, and management services. The contract with Veolia is set to expire November 1, 2024. In accordance with terms of the contract, Veolia can provide written notice of intent requesting to renew the contract for an additional term, which has been received. City Attorney Randy York worked with Veolia's attorneys to come to terms and they have both agreed upon.

This item was recommended for approval.

11. Approval of grant application to the Department of Justice for grant money to purchase police vests

The Department of Justice provides a grant program to pay 50% of costs for the purchase of vests for the police officers. Chief Brooks stated vests typically last five years.

This item was recommended for approval.

12. Approval of a resolution to apply for a Parks and Recreation Grant application

The Tennessee Department of Environment and Conservation's Recreation Resources Division is accepting application for the 2024 Public Parks and Recreation Grant cycle. Staff requests approval to apply for the grant. There is a required match of 20% of the total project. Grant money will be used to improve the trail head at Meadow Park Lake.

This item was recommended for approval.

13. Approval of Traffic Signal Modernization Program Grant Application

The Engineering Department is requesting authorization to apply for a TDOT Traffic Signal Modernization Program Grant (TSMP). This grant program is designed to help communities and their local traffic signal maintaining agencies modernize existing traffic signal equipment and operations. This is 100% grant funded and a local match is not required.

Mayor Crawford asked why our grant application was denied last year and City Manager Hale stated the City Engineer has reached out to receive feedback on our previous application with hopes to improve this year's.

This item was recommended for approval.

14. Approval for Terminal Building Renovations Change Order 2

The current electrical service to the terminal building is fed from a pole. To feed the power from the new ground transformer, the wire must be pulled out of the conduit and

rerouted to the ground transformer. The City will reroute the conduit and the Contractor will be responsible for all wiring.

If the existing wire can be reused, the amount of the change order will be \$4,200. If new wire is required, the amount of the change order will be \$9,500. The contract time will not change with this change order. The City will initially fund the change order and will request future grant funding to cover a portion of the cost. Staff recommends the approval of the change order.

This item was recommended for approval.

15. Approval of the temporary street closure for the Veterans' Day Parade

Terry Mitchell with the Crossville Veterans' Parade Committee is requesting a street closure on Saturday, November 2nd at 9:30 a.m. for the Veterans' Day Parade. The parade would follow the Parade Route starting at CCHS and ending at Main Street Church of Christ.

This item was recommended for approval.

16. Approval to upgrade Program Logistic Controller

Veolia requests to upgrade their Program Logistic Controller totaling \$77,058 from Neuros. This is a sole source item and will not require a budget amendment.

This item was recommended for approval.

17. Approval to purchase E One grinder pumps

The Utility Maintenance Department is requesting to purchase E One grinder pumps from WASCON with a price contract. The amount of each E One grinder pump is \$3,477.11. This is a sole source item.

This item was recommended for approval.

18. Approval to purchase Garrison shade structures

The Parks and Recreation Department requests purchase of Garrison shade structures for a cost of \$64,402.67 from Landscape Structures Inc. This price is at Sourcewell discount.

This item was recommended for approval.

19. Approval of a 60-Month Uniform Price Contract

Due to service issues, staff explored other options to obtain uniforms for Public Works, Engineering, and Leisure Services. CINTAS is able to provide uniforms through the Workplace Solutions Cooperative OMNIA. A quote has been obtained from CINTAS for a 60-month price contract for uniforms. It is recommended by staff to approve the price contract. The price contract with our current service provider ends on June 30, 2024 and, if approved, this contract will take effect July 1, 2024.

This item was recommended for approval.

20. Asphalt Delivered (Hot Mix) FY 24-25

Only one bid was received for FY 24-25 Asphalt Delivered (Hot Mix). Street Supervisor Kevin Music recommends awarding the bid to Rogers Group.

This item was recommended for approval.

21. Asphalt Picked Up FY 24-25

Only one bid was received for FY 24-25 Asphalt Picked Up. Street Supervisor Kevin Music recommends awarding the bid to Rogers Group.

This item was recommended for approval.

22. Pest Control FY 24-25

Bids were received for FY 24-25 Pest Control. The City Clerk recommends the low bidder Advanced Termite and Pest Control.

This item was recommended for approval.

23. Water Treatment Chemicals FY 24-25

Bids for FY 24-25 Water Treatment Chemicals were reviewed by Water Resources Supervisors. The following is recommended:

*Corechem Inc: Caustic 50% \$3.293/gal
Caustic 25% \$1.144/gal*

Thermodyne Engineering: Polymer \$3.9720/gal

Brenntag Mid-South: Sodium Thiosulfate \$3.50gal

*Dycho Company Inc: Sodium Bicarbonate \$0.41/pound
Granular Salt Bulk \$0.17/pound
Norit PAC \$1.37/pound
Sodium Permanganate \$11.30/tote*

Univar Solutions: Fluorosilicic Acid \$3.52/gal

Carus Corp: Zinc-ortho Phosphate \$8.91/gal

Note: Corechem's bid for Granular Salt Bulk was lower than Dycho Company's but Corechem does not meet bid specifications.

This item was recommended for approval.

24. Tires and Installation FY 24-25

Bids were received for FY 24-25 Tires and Installation. The low bidder, Shadden Tire, is recommended.

This item was recommended for approval.

25. Fertilizer FY24-25

Bids were received for FY24-25 Fertilizer. Parks Supervisor recommends using low

bidder SiteOne Landscape Supply from Knoxville.

This item was recommended for approval.

26. Waterline Supplies FY 24-25

Bids for waterline supplies were received and reviewed. Water/Sewer Supervisor Billy Poore and Catoosa Supervisor Jeff Johnson recommend the following price contract awards:

- *Core & Main for saddles, brass saddles, corp stops, setters, yokes, master meters, master meter registers, meter box lids, 18" plastic meter boxes, 15" concrete meter boxes, clamps, encoders, DLG 3G fast pulse, and Octobe double pulse output*
- *G&C Supply for PEX tubing*

This item was recommended for approval.

27. Bulk Coarse Salt FY24-25

Bids were received for FY 24-25 Bulk Coarse Salt. Street Supervisor Kevin Music recommends awarding the bid to the low bidder Morton Salt.

This item was recommended for approval.

28. Cold Milling FY24-25

Street Supervisor Kevin Music reviewed the bids for Cold Milling and recommends awarding the price contract to low bidder Roger Group.

This item was recommended for approval.

29. Street Striping FY24-25

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

This item was recommended for approval.

30. Ordinance amending FY23-24 Budget - Northwest Connector 3

A budget amendment is necessary for the Northwest Connector 3 project in the amount of \$200,000.00.

This item was recommended for approval.

31. Ordinance amending FY23-24 budget for end of year adjustments

A budget amendment is necessary for the end of year adjustments.

This item was recommended for approval.

32. Approval of Debt Policy

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

Director has recommended one for approval.

This item was recommended for approval.

33. Discussion of the Capital Improvement Plan

City Manager Valerie Hale discussed the Capital Improvement Plan. The plan will need to be adopted prior to June 1, 2024 per the Charter.

This item was recommended for approval.

34. Ordinance approving FY24-25 Budget (In Title Only)

Council discussed the FY24-25 General Fund Budget.

This item was recommended for approval.

35. Discussion of an ordinance approving FY24-25 Tax Rate (In Title Only)

Approval of the FY24-25 tax rate is requested. The current tax rate is .6059. Council agreed the tax rate should remain the same.

This item was recommended for approval.

Adjournment

The meeting was adjourned at 8:23 p.m.