

City of Crossville

392 North Main Street
Crossville, Tennessee 38555



Minutes

Tuesday, October 10, 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

BEER BOARD - 5:45 p.m.

The Crossville Beer Board met on October 10, 2023 at Crossville City Hall. Mayor R.J. Crawford was present and presiding. He called the meeting to order at 5:47 p.m.

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

1. Elite 1 Inc.

Dhaval Patel has applied for an off-premises beer permit for Elite 1 Inc. located at 966 West Avenue. Chief Jessie Brooks reported there were not any issues with the background check and recommended approval.

A motion was made by Council Member Art Gernt, seconded by Council Member Scot Shanks, that this Permit be approved as recommended contingent upon approval by Codes Enforcement. The motion carried by an unanimous vote.

2. Elite 03 Inc.

Dhaval Patel has applied for an off-premises beer permit for Elite 03 Inc. located at 4050 Hwy 127 North. Chief Jessie Brooks reported there were not any issues with the background check and recommended approval.

A motion was made by Council Member Art Gernt, seconded by Council Member Scot Shanks, that this Permit be approved as recommended contingent upon approval by Codes Enforcement. The motion carried by an unanimous vote.

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

Without any further business, Mayor Crawford adjourned the meeting at 5:48 p.m.

REGULAR MEETING - 6:00 p.m.

The City Council for the City of Crossville met for its monthly meeting on Tuesday, October 10, 2023 at Crossville City Hall.

Call to Order

Mayor R.J. Crawford was present and presiding. He called the meeting to order at 6

p.m. The invocation was provided by Terry May, Central Baptist Church. The Young Marines presented the Colors and led the Pledge of Allegiance.

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 Greg Wood, City Clerk Valerie Hale, Jessie Brooks, Scott Humphrey, Heather Mullinix, Josh Stone, Burt Allaire, Terry May, Madelyn Carter, Friends and Family of the Young Marines & Student of the Month, Victor Torasso, Bob Ross, Tennessee Hampton, Robert, Dhaval Patel, Rachel Bruning, Maddy Buckner, Ethan Hadley, and Brian Tilley.

1. Proclamations/Presentations

a. Presentations and Proclamations - October 2023

Lesley Avellaneda was presented with a proclamation for the Student of the Month award for the Responsibility character trait.

Mayor Crawford also presented proclamations for the following:

2023 Celebrate Babies Week

Chiropractic Month 2023

National Domestic Violence Awareness Month

Rachel Bruning, Avalon Center Executive Director, addressed the City Council and thanked them for their support and spoke about her positive relationship with the local law enforcement which allows her organization to be more successful.

These presentations were announced.

2. Public Comment

Victor Torasso addressed the City Council and spoke about the agenda item regarding Azure Flight Support. He stated that flight training and charter services would increase the air traffic and disrupt neighborhoods because of the noise.

3. Appointments

a. Administrative Hearing Officer

Since Tiffany Lyon has been appointed as the Municipal Court Judge & Administrative Hearing Officer, her position as Administrative Hearing Officer is vacant. Two officers are required by City ordinance.

A motion was made by Council Member Art Gernt, seconded by Mayor Pro-tem Rob Harrison, to appoint Kevin Poore to fulfill the term expiring April 11, 2023 as Administrative Hearing Officer. The motion carried by the following vote:

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

4. Chamber of Commerce Report

Ethan Hadley, President/CEO of Cumberland County-Crossville Chamber of Commerce reported on two recent conferences regarding tourism and economic development. He also reported on the Chamber's schedule of events and that Cumberland County had moved from 15th to 14th in tourism expenditures.

5. Consent Agenda**Approval of the Consent Agenda**

Council Member Gernt noted the items had been discussed at the recent work session.

A motion was made by Council Member Art Gernt, seconded by Council Member Scot Shanks, to approve the Consent Agenda Items A-O. The motion carried by the following vote:

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

a. Approval of minutes (8/8 and 9/5)

The Minutes were approved as recommended.

b. Approval of minutes (9/12, 10/3 Special Call and 10/3 Work Session)

Please note that the monthly work session minutes require approval by the governing body and from this point forward will be presented for approval.

The Minutes were approved as recommended.

Ordinances on Third Reading**c. Ordinance amending FY23-24 budget-Veterans' Services office**

This Ordinance was adopted on third reading.

Ordinances on Second Reading**d. Ordinance amending FY23-24 budget-Public Works Fuel Tank**

This Ordinance was approved on second reading.

e. Ordinance regarding street name change from Pointe Landing to Whisper Way

A request for the name change of Pointe Landing to Whisper Way has been received from Mr. Johnny Reeves. Mr. Mark Moore, (owner of the hotel property), Dave Burgess, (the owner of the tract on the corner of Tennessee Avenue and Pointe Landing) and Johnny Reeves, (owner of the condos) are the only properties affected by

the change. All parties have agreed to the change and it has been approved by E911 addressing office.

The reason for this change is that the road has been cut off going to the Pointe Landing condos and a new road has been constructed. The new private road is a Pointe Landing extension per 911 and it would be confusing to emergency vehicles. It is necessary to rename the section that no longer goes to point Pointe Landing condos.

This Ordinance was approved on second reading.

- f. Ordinance amending FY23-24 budget-Friends of the Trails

This Ordinance was approved on second reading.

Additional Consent Items

- g. Approval of Main Waterline Extension-Cluster Housing Golf Development off County Garage Rd

The developer/owner is proposing a 16-unit cluster housing development located off County Garage Road. The developer is required to extend a 6-inch water line approximately 560 feet across their property to provide fire protection. They will have an additional 500-foot 6 inch "fire line" into the development to install a fire hydrant. The development will be serviced by a master meter and a 2-inch line and private gravity sewer. Since this development requires a main water line extension, the approval of that extension must go before the Crossville City Council. Planning Commission has recommended approval for the mainline extension. A financial guarantee will be provided in the amount of \$24,436.61.

This Resolution was approved as recommended.

- h. Approval of resolution to apply for Public Entity Partners Property Conservation Matching Grant Program

The City's insurance carrier, Public Entity Partners, is offering a Property Conservation Matching Grant for up to \$5,000 to cover costs for items directed toward loss prevention and reduction. The grant requires matching local funds.

Staff suggests to use the grant money to reimburse for security cameras recently installed at the Palace Theatre.

Funds will be awarded based on the date of the application.

This Resolution was approved as recommended.

- i. Approval of temporary road closures for Veterans' Day

The Veterans' Service Office is requesting a temporary road closure on Saturday, November 11, 2023 from 9:00 a.m. to 1:00 p.m. to provide parking for the handicapped, which will be provided around Memorial Park for the Veterans' Day ceremony.

*The Office requests to block:
Rector Ave. at Division St.
Rector Ave. at E. Fourth St. (NW Side)
E. Fourth St. at Rector Ave. (SW Side)
Fourth St. at Main St.*

This Permit was approved as recommended.

j. Approval of 2023-2024 Alcohol Enforcement Grant contract

The City and its Police Department have been awarded an Alcohol Enforcement Grant in the amount of \$26,930.00 by the Tennessee Department of Safety. This money will be used for overtime and programs related to driving under the influence. There is no local match required.

This Contract was approved as recommended.

k. Approval of contract extension Water Leak Relief, LLC

Water Leak Relief, LLC requests an extension on the initial water/sewer leak relief contract. The agreement would extend the term until January 31, 2026 and lock the current rates. The current rates are:

\$1.35 residential customers

\$4.70 single occupancy commercial customers

\$9.45 multiple occupancy commercial customers

Plus utility administrative fee of \$.30.

This Contract was approved as recommended.

l. Approval of renewal of lease of the Snodgrass Building

The lease of the Snodgrass Building expires on 10/31/23. DCI requested a renewal of the lease for a three year term; however, City Council suggested a five year term and they have agreed.

This Contract was approved as recommended.

m. Approval to allow Azure Flight Support to subcontract flight training services & assume lease for the box hangar

Azure Flight Support submitted a request for approval to subcontract flight training services to Tennessee Flight Training (TFT) based out of Nashville. The current operating agreement between the City of Crossville and Azure Flight Support authorizes them to offer flight training. While the flight training services are offered, they are not mandatory; therefore, approval from the City Council to sublet the services is required. TFT has been in business for over thirteen years and has served over 4,000 customers. TFT will purchase and lease Azure's fleet of 172's and will add their fleet of thirteen aircraft based at their other two locations.

Additionally, the FBO recently partnered with SMN Investments to purchase a charter flight company and will be offering charter services in Crossville. The charter company is being moved from Portsmouth, New Hampshire. Mr. Howell and the City Attorney consulted with Johnny Presley who currently rents the large box hangar (10,000 square feet) at the airport. Mr. Presley has agreed to allow Mr. Howell to take over his lease,

which would enable Mr. Howell to move the repair station from New Hampshire to service turbo prop and jet airplanes.

This Contract was approved as recommended.

n. Approval of Airport Obstruction Removal Project Final Change Order

The Airport Obstruction Removal project was completed with an additional 21 trees needing trimmed which equated to a project overrun of \$15,200.

If TDOT Aeronautics will adjust the grants for the overrun, Staff also requests approval of the change to the grant contracts for the additional grant funds.

This Contract was approved as recommended.

Bids/Purchases

o. Approval for Purchase of Police Patrol Vehicles

Crossville Police Department consulted the State of Tennessee bid contract for police patrol vehicles. Two bids were received and Police Chief Brooks recommends the Columbia Dodge bid of \$287,029.50(\$47,838.25 ea.) for 6 fully equipped 2024 Dodge Charger Police Vehicles, which are all currently in stock. A budget amendment is not necessary

This Bids/Purchases was approved as recommended.

6. Other Business

a. Discussion and action on Indian Woods Village/Tansi Sewer

City staff received a request from Indian Woods Village Home Owners' Association (HOA) President, Randy Welsh, to assist with installation of sewer for its entity. Their septic system is 42 years old and has reached its life span. The condo association consists of 28 units.

The City previously agreed to supply low pressure sewer to Golf Court Town Homes. This project would utilize the same low-pressure sewer line serving the town homes and Brown Elementary School.

City Staff proposes the following plan for the Indian Woods Village:

City Council must approve the connection and acceptance of the grey water. This connection would be a private line to be constructed from the condos to Dunbar Road. The private line construction/connection would be subject to written permission from the county government or any other private or governmental unit controlling such right-of-way or private easements have been obtained from all property owners in the affected area;

South Cumberland would be required to relinquish the units as sewer customers, to allow the city to provide sewer service;

The HOA/POA will be responsible for any TDEC permits;

The HOA/POA must retain ownership of the current grey water system and its maintenance;

The HOA/POA will be responsible for the design, purchase, construction, maintenance of the new tank and pump system and its connection to the exiting sewer. The City's Engineering Department must approve the design and size of the grey water pump;

The HOA/POA will be responsible for any other costs related to connecting to the existing City sewer system, that may not be included in this list;

All units within the proposed developments will be required to pay a onetime capacity fee prior to any connections to the City's system (\$1,000);

The HOA/POA will be required to pay a onetime commercial tap fee prior to connection of the pump to the City's system (\$2,000, per connection to the main line. Not knowing the layout or location of the developments, one connection may be possible);

Each unit will be required to pay a onetime account setup fee (\$50.00, for the units mentioned that were all connected behind a master meter-staff believes this would just be a single account setup fee);

Each unit will be charged monthly for their sewer usage, based on water use, at the outside city sewer rate (currently \$11.31/1000 gallons of water used, a report from South Cumberland would need to be provided to the City);

Estimated total onetime fee, that must be paid to the City (these numbers are estimates and may change and do not reflect any units grouped together by a master meter) by Indian Woods Village: \$33,050.00.

The plan as detailed above would only provide sewer infrastructure for the existing residential structures located in the Indian Woods Village development. Staff recommends approval subject to fees being paid within one year of City Council to ensure that the organization carries through with the plan and doesn't prevent other users from connecting in the event that Indian Woods Village does not connect.

A motion was made by Council Member Art Gernt, seconded by Mayor Pro-tem Rob Harrison, to approve Indian Woods' request and staff recommendations subject to fees being paid within a year. The motion carried by the following vote:

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

b.

Discussion and action on Deer Creek Sewer Connection

City staff received a request from the Deer Creek Homeowners Association to connect to the City sewer system to service up to 18 residents plus the Deer Creek swimming pool parcel.

City Staff proposes the following plan for the Deer Creek Homeowners Association (HOA):

City Council must approve the connection and acceptance of the grey water;

The HOA will have to modify their TDEC SOP permit;

The HOA must retain ownership of the current grey water system and its maintenance;

The HOA will be responsible for the design, purchase, construction, maintenance of the new tank and pump system and its connection to the exiting sewer, the City's Engineering Department must approve the design and size of the grey water pump;

The HOA will be responsible for any other costs related to connecting to the existing City sewer system, that may not be included in this list;

All residences that are outside the City of Crossville will be required to pay a onetime capacity fee prior to connecting to the City's system (\$1,000 per residence);

The HOA will be required to pay a onetime Commercial Tap Fee prior to connection of the pump to the City's system (\$2,000);

Each residence connected to the existing grey water system will be required to pay a onetime "Add-On" fee prior to connection to the City's system (\$50.00);

Each residence will be required to pay a onetime account setup fee (\$50.00);

Each outside residence will be charged monthly for their sewer usage, based on water use, at the outside City sewer rate (currently \$11.31/1,000 gallons of water used);

Estimated total onetime fee, that must be paid to the city: \$22,850.00.

The plan as detailed above would only provide sewer infrastructure for the eleven existing residential structures, an additional one under construction (per request letter), Deer Creek Homeowners' property (Tax Map 074N-Group B-Parcel 001.07, which is the swimming pool parcel), and six vacant properties slated to be connected to the grey water system.

Staff recommends approval subject to fees being paid within one year of City Council to ensure that the organization carries through with the plan and doesn't prevent other users from connecting in the event that Deer Creek does not.

A motion was made by Mayor Pro-tem Rob Harrison, seconded by Council Member Scot Shanks, to approve Deer Creek's request and staff recommendations subject to fees being paid within a year of City Council approval. The motion carried by the following vote:

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

c.

Discussion and action regarding approval of variance-Ledford Development Phase I

On October 4th, Crossville Regional Planning Commission met to discuss a site plan and variance. The developer is proposing two duplexes to be located on two separate parcels along Ledford Drive. The developer planned to have a loop connecting a private drive to Ledford Drive. City staff reviewed the plans and found the location of the driveway closest to Genesis Road to be a potential safety risk. As a compromise, the developer will fence off that entrance and construct a hammer turn-a-round. This will leave one main entrance far enough away from the intersection of Genesis Road. The hammer turn-a-round is adequate for vehicles to have a way to turn around without

having to back out of the proposed development. Per the ordinance, a cul-de-sac is required. The developer is seeking a variance to allow a hammer turn-a-round, in lieu of a cul-de-sac. Planning Commission recommends approval of this variance.

A motion was made by Mayor R.J. Crawford, seconded by Mayor Pro-tem Rob Harrison, to approve the variance. The motion carried by the following vote:

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

d. Discussion and action regarding the Crab Orchard Stone on the Village Inn property

At a recent work session, the City Manager informed the City Council that the removal of debris at the Village Inn has been completed and he is planning to move forward with the City Council's action of demolishing the Village Inn. Council member Turner previously requested to save the Crab Orchard Stone on the side of the building. The City Council discussed utilizing City crews to remove the stone and the process of removing the stone. Council member Turner stated he visited the site and noticed that the wall of stone is close to power poles and electrical lines and after further consideration, his position on the removal of the stone has changed.

Mr. Wood mentioned that the hand rails, stairways and doors were going to be moved first and still needs clarification if the seller wants them. TCAT has also expressed interest in the metal and Mr. Wood will follow up with them.

A motion was made by Council Member Mike Turner, seconded by Council Member Art Gernt, that the stone be taken down as easily and safely as possible, transported to the Public Works Department, cleaned (remove excess mortar) and palletized; potentially giving the stone to a non-profit group, donating or selling it. The motion carried by the following vote:

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

7. City Attorney's Report

a. City Attorney's Report

City Attorney Randy York reported that he received documents regarding a public records request lawsuit against the City.

This Report was received and filed.

8. City Manager's Report

a. City Manager's Report

City Manager Greg Wood gave the monthly revenue reports, which were all down by small percentages. He also gave the monthly reports for the Leisure Services, Police and Fire departments, water loss, Utility Maintenance Department, and building permits. Mr. Wood reported on the success of the recent Fly-In at Crossville Memorial Airport and commended all of the various departments for their contributions.

This Report was received and filed.

ADJOURNMENT

A motion was made by Council Member Scot Shanks at 6:31 p.m., seconded by Council Member Art Gernt, that the meeting be adjourned. The motion carried by an unanimous vote.