

# City of Crossville

392 N. Main  
Crossville, TN 38555



## Minutes

Tuesday, April 14, 2020

6:00 PM

Video Conference

## 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 for its monthly meeting via video conference due to the COVID-19 pandemic. Mayor James Mayberry presided over the meeting and called the meeting to order at 6:01 p.m. Council member Shanks provided the invocation and Mayor Mayberry led the Pledge of Allegiance.*

**Rollcall**

**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 for the video conference were City Manager Greg Wood, City Attorney Will Ridley, City Clerk Valerie Hale, Fred Houston, Tim Begley, and Jessie Brooks.*

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

*Due to the meeting being held via video conference, it was announced to the public that comments should be sent by email to the City Clerk prior to the meeting and there were not any comments received.*

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

**A motion was made by Council Member J. H. Graham, seconded by Council Member Scot Shanks, to approve Items A-P of the Consent Agenda since all items were previously discussed at the monthly 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

**a. Approval of minutes (03/10)**

The Minutes were approved as recommended.

### Ordinances on Third Reading

- b. Ordinance amending FY19-20 budget Centennial Park Concession Stand Coolers

*The Leisure Services Department requests purchase of 6 Beverage Coolers (5 double, 1 single) for a cost of \$8486.14 from US Foods. This Price reflects NJPA discounts. These coolers will replace those removed by Coca Cola at the end of the contract. This requires a budget amendment.*

**This Ordinance was approved as recommended.**

- c. Ordinance amending Title 14, Chapter 3, Section 303 (B) regarding Municipal Flood Damage Prevention

*Due to several annexations since 2007, an update to the ordinance dealing with Municipal Flood Damage Prevention is needed. The City and County are divided into "flood panels". In the ordinance, the panels within the City limits are listed. The additional panels that need to be included in the ordinance are: 47035C0318, 47035C319, and 47035C340. These panels include the back portion of Homestead Place, Valley Lane, a large parcel east of Hwy 127 S, and the majority of Cumberland Mountain State Park.*

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

- d. Ordinance Amending FY 19-20 Budget 2018 CDBG Change Order

*Approval of change order #2 was approved to close out the project in the amount of \$18,901.30. This is not included in the budget and will require a budget amendment.*

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

- e. Ordinance amending FY19-20 budget for the purchase of a Self-Serve Fueling Terminal

*Support for the current fueling terminal will end as of June 30. The City Council approved the purchase of QTPod M4000 in the amount of \$20,815.24. This item will be purchased from a sole source provider. A budget amendment is required.*

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

### Ordinances on First Reading

- f. Ordinance amending Crossville Municipal Code Sections 8-304 & 305 regarding residency requirement for retail liquor store owners

*It has come to the attention of City staff that placing a residency requirement on potential retail liquor store owners could not be enforced due to recent court rulings; therefore, a need to change the ordinance is requested.*

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

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**Additional Consent Items****g.** Approval of resolution regarding CoLinX Water Tank and Pump Station

*The fire system tank and pump located beside Cox Avenue is the property of the City of Crossville. Please see the attached letter detailing this fact.*

*It is believed that the City has never performed any maintenance on this tank and pump and no expenditures, by the City, have been found. The tank and pump were built when the City only had a 6-inch waterline on Genesis Road. The City now has a 16-inch waterline which can supply the fire suppression flows of CoLinX without the tank.*

*CoLinX has informed the City by the attached email, that the tank is in need of repairs at an estimated cost of \$145,000 to \$165,000.*

*CoLinX has also informed the City that the pump and tank could be taken out of service if CoLinX upgraded a pump inside their building and added a generator at an estimated cost of \$190,000. The existing tank and pump could then be demolished at an estimated cost of \$35,000. We believe this \$35,000 number could be lowered with City Crews removing the masonry, scrapping the pump, performing the excavation work and utilizing a contractor for the tank removal.*

*The Director of Engineering recommends that the City enter into an agreement to reimburse CoLinX for the expenditures for the pump upgrade and generator at a not to exceed cost of \$190,000 with the agreement also including that the City would be responsible for the existing tank and pump demolition after CoLinX disconnected it from their fire system. It is recommended by the City Attorney that the transaction be handled through the Industrial Development Board.*

**This Resolution was approved as recommended.**

**h.** Approval of TDOT estimate and contract revisions for engineering & professional services for Hwy 127 North Utility Relocation

*The attached two Utility Relocation Estimates for the 127 North Project starting at I-40 and ending near Potato Farm Road are revisions that detail the cost for water and sewer relocation. The revised total cost for the water relocation is \$4,494,940 and the City's portion is \$1,505,017.56.*

*The revised total cost for the sewer relocation is \$990,451.34 and the City's portion is \$194,400.*

*The revisions are necessary for increases due to lengthening of the project, numerous, on-going revisions including deconflict meetings, and resulting revisions to the project.*

*Attached are contract amendments totaling \$511,706 with Hussey Gay Bell (Robert Stigall) for engineering of the project. The amount for water engineering is \$391,604.66 and the amount for sewer is \$120,101.34. The previous contract approved April 9, 2019 was in the amount of \$390,402.68. The revised estimate and engineering contract is for total hours, with all payments already made to Stigall Engineering for previous hours credited to this contract.*

*The construction estimates have been signed and sent to TDOT due to time constraints, which could have led to the loss of funding. Staff requests retroactive approval of the estimates.*

**This Contract was approved as recommended.**

- i. Approval of contract with J.R. Wauford & Co. for work related to Interbasin Transfer Permits

*A contract with J.R. Wauford & Company was presented for the assistance of preparing applications for the renewal of the City of Crossville's Interbasin Transfer permit and TVA 26a permit.*

*The Director of Engineering recommends the approval of the contract in the amount of \$10,000.*

**This Contract was approved as recommended.**

### **Bids/Purchases**

- j. Approval of award for banking services

*The City recently sent out Requests for Proposal for banking services. The City received two responses. One was from US Bank, which sent a letter stating they did not wish to bid because they could not meet the requirements, and the other one received was from the Bank of Putnam County, which the City currently uses. The agreement will be from July 1, 2020 to June 30, 2022 with an option to renew for two years.*

**This Bid was approved as recommended.**

- k. Approval to purchase Wavetronix Traffic Signal Detection System for Livingston Road & Elmore Road.

*Wavetronix is the only manufacturer of the traffic signal radar detection system. The Street Department Manager has reviewed the quote and recommends purchasing the system for \$21,366.68. The system will be installed at the intersection of Livingston Road & Elmore Road.*

**This Purchase was approved as recommended.**

- l. Approval of Police Uniform/Equipment Bid

*Police Chief Jessie Brooks recommends acceptance of the bid of Summit Uniforms for an annual price contract for Police Uniforms/Equipment. The contract will expire June 30, 2021.*

**This Bid was approved as recommended.**

- m. Approval to approve contract and award bid for Palace Theater Masonry Restoration

*The City Received the following two bids for the restoration:*

*Midwest Maintenance, Inc-base bid of \$142,435*

*Wasco Inc base-bid of \$187,289*

*The Architect of record, Kim Chamberlin, recommends the low bid of Midwest Maintenance, Inc. with the approval of the attached contract.*

*A budget amendment was approved on 3rd reading on January 14 for this project.*

**This Bid was approved as recommended.**

**n. Approval of Change Order #1 for Palace Theater Masonry Restoration**

*The restoration of the masonry of the Palace Theater was bid with 100% of the masonry (6,800 sq. ft.) tuckpointing. The attached change order lowers this quantity to 20% (1,360 sq. ft.) and lowers the total contract value to \$60,835.00.*

**This Contract was approved as recommended.**

**o. Approval of bid award for the Sale and Harvesting of Timber (Chestnut Hill Landfill & Airport properties)**

*The City of Crossville solicited bids to sell timber at the Chestnut Hill Landfill (20.9 acres) and Airport property (17.5 acres). One bid was received in the amount of \$23,010 and staff recommends to accept the bid.*

**This Bid was approved as recommended.**

**p. Approval to compensate for JECDB Marketing Initiative**

*The Joint Economic Community Development Board requests approval to compensate Good Folks Creative for its community marketing initiative up to \$40,000. The JECDB received a 100% Three Star grant in the amount of \$40,000 for the initiative and chose Good Folks, a local company, from the eight proposals submitted.*

**This Purchase was approved as recommended.**

**5. Other Business**

**a. Discussion and action on approval of grant application for Governor's Local Government Support Grant**

*In response to the economic effects of the COVID 19 pandemic, Governor Bill Lee implemented the Local Government Support Grants program. The City of Crossville could receive up to \$284,979, without a local match. The appropriation was based upon US Census Bureau population. Permitted spending categories are: IT Hardware Upgrades, Capital Maintenance, Utility System Upgrades, Road Projects, Public Safety, and COVID-19 Response. The applications are due on April 30, 2021.*

*Council member Graham pointed out that the funds could possibly be used in water and sewer as local match for projects. He explained that how the funds will be spent are to be determined at a later date and that only approval of the resolution was being voted on.*

**A motion was made by Mayor James Mayberry, seconded by Council Member Rob Harrison, to approve resolution granting approval to apply for the Governor's Local Government Support Grant. 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****a. City Attorney's Report-April**

*City Attorney Will Ridley reported that there have not been any new lawsuits filed within past month.*

**This Report was received and filed.**

**7. City Manager's Report****a. City Manager's Report - April**

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

**Discussion and action on Golf Court Town Homes/Tansi Sewer**

*This item was discussed at the monthly work session; however was not on the agenda as there was still work to do regarding collateral and legal agreements. City Attorney Ridley advised that since it was discussed at the work session, this matter could be brought before City Council.*

*The low-pressure sewer line serving Brown Elementary School is 41,544+/- feet or 7.9 Miles to gravity sewer on Myrtle Avenue. The line is designed and is in use as a grey water line from Brown Elementary to South Cumberland Elementary School. From South School to Myrtle Avenue, the line is designed as a grinder line, which means it transports sewer solids.*

*City Staff has developed an estimate for the Golf Court Town Homes which includes the following:*

- The HOA would pay for and maintain a low-pressure pump system on their property. The City would not maintain this system because it would meet the City's definition of commercial use. The cost of this onsite system is estimated to be \$209,400.*
- The \$209,400 will be contracted out and paid directly by the HOA because they will own these improvements.*
- Offsite improvements which will be owned by the City, include a grey water booster pump, tank and other incidental items at an estimated cost of \$200,490.*
- The offsite improvement cost of \$200,490 will be charged as a special sewer tap fee with a 2% interest rate amortized over twenty years and charged monthly at an amount of \$32.68 per month. The average monthly sewer charge for a usage of 3,000 gallons is \$33.93 (Outside City Rates) plus the monthly payment for the special sewer tap fee of \$32.68 gives a total monthly sewer cost per unit of \$66.61 for 240 months. At the end of 240 monthly payments, the monthly sewer cost would be for the sewer only.*
- Other fees to be paid to the City include one commercial tap fee of \$2,000,*

*multi-unit add-on fee at \$1,450 and a capacity fee of \$30,000. The capacity fee has never been charged by the City. It is the capital cost of the capacity at the sewer plant. This cost is based off of \$10 per gallon and each residence is estimated to utilize 100 gallons a day. The total of these fees (paid to the City) is \$33,450.*

*· The total cost to the HOA is \$443,340.00, which equates out to a cost of \$14,778 per unit.*

*The fee schedule as detailed above would only provide sewer infrastructure for the Golf Court Town Homes and there would be no future capacity for other entities.*

**A motion was made by Mayor James Mayberry, seconded by Council Member J. H. Graham, to approve the project pending legal agreement between both parties. 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

### **ADJOURNMENT**

*With no further business, the meeting adjourned at 6:27 p.m.*