

City of Crossville

392 North Main Street
Crossville, Tennessee 38555



Minutes

Tuesday, May 6, 2025

5:00 PM

Council Chambers

Work Session

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

Call to Order

The Crossville City Council met for its monthly Work Session on Tuesday, May 6, 2025 at Crossville City Hall. Mayor Pro-tem Gernt was present and presiding. He called the meeting to order at 5:14 p.m.

Roll Call

Present 4 - Council Member Art Gernt, Council Member Mike Turner, Council Member James Mayberry, and Council Member Mark A. Fox

Absent 1 - Mayor R.J. Crawford

Others present were City Manager Valerie Hale, City Clerk Baylee Rhea, City Attorney Randy York, Lee Lawson, Nathan Clouse, Kevin Music, Joe Wyatt, Chris South, Jessie Brooks, Rob Harrison, Larry Kidwell, Shea James, Bob Ross, Victor Torasso, Joe Kerley, Steve Powell, Chris Miller, Serena Vasudeva, Tim Begley, Ethan Medley, Leah Crockett, Tim Johnson, Chris Kemmer, Bryce McDonald, Joshua Parcher, Cheryl Iorio, and Kelly Kemmer.

Public Comment

Victor Torasso gave an update on the Cruise In they hosted the week prior. He thanked Council and City Staff for working with them on the event.

1. Discussion and action of contract with Crab Orchard Utility District

The City has hired attorney Joe Wyatt to review and modify the proposed contract with Crab Orchard Utility District for the sale of water. TDEC will not allow the City to advertise this project for bid until the contract has been approved. Staff recommends approval of this contract.

This item was recommended for approval.

2. Matters relative to Crossville Fire/EMS

Council member Fox informed Council that he had completed more research on questions during the previous Work Session. He provided responses to those questions and asked Council members if they had any other thoughts or questions at this time.

Mayor Pro-tem Gernt suggested discussing this item further at the upcoming Retreat.

This item was discussed.

3. Approval of FY25-26 TCRS Rate

The Tennessee Consolidated Retirement System (TCRS) rate is computed every year and this is the rate the City must pay to TCRS for Legacy Plan members. Individuals hired prior to July 1, 2013 are in the Legacy Plan. The minimum rate for the upcoming fiscal year is 14.87%; however, it is recommended to round up and fund 15%.

This item was recommended for approval.

4. Discussion of the Capital Improvement Plan

City Manager Valerie Hale will discuss the Capital Improvement Plan. The plan will need to be adopted prior to June 1, 2025 per the Charter. City Manager Hale reviewed new projects added to the Capital Plan.

This item was recommended for approval.

5. Ordinance approving FY25-26 Budget (In Title Only)

Finance Director Nathan Clouse reviewed the General Fund budget with Council members.

Approval of the FY25-26 Budget is needed prior to July 1, 2025.

This item was recommended for approval.

6. Ordinance approving FY25-26 Tax Rate (In Title Only)

Approval of the FY25-26 tax rate is requested. The current tax rate is .6059. Finance Director Nathan Clouse stated he was not recommending a tax rate increase at this time.

This item was recommended for approval.

7. Ordinance amending FY24-25 budget for end of year adjustments

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

This item was recommended for approval.

8. Discussion regarding bankruptcy notices

City Attorney Randy York informed Council that upon occasion, the City Clerk's office receives notices of bankruptcy and the City is listed as a creditor. Most of the notices involve a utility bill in a small amount or tax payment. Recently, one in the amount of \$17,000 has been received. He stated he will obviously file claim for this, but asked for direction on Council for a dollar amount to pursue on future notices.

The Council members agreed that \$1,000 be the threshold for filing a bankruptcy claim.

This item was recommended for approval.

9. Approval of parking lot lease

Last month, City Council voted to move forward with leasing a parking lot in the Downtown area from Cumberland County. The proposed lease is recommended for approval.

This item was recommended for approval.

10. Approval to temporarily close a portion of Livingston Road

American Constructors has request to temporarily close a portion of Livingston Road during the construction of the Recreation Center. The time frame they have requested is from May 14th, 2025 until January 14th, 2026.

Staff recommends the closure take place the following week after approval. This will give Staff time to notify citizens of the closure.

This item was recommended for approval.

11. Approval of Fertilizer Bid

The Parks and Recreation Department requests to accept the bid from The Hogan Company for annual fertilizer deliveries. This is the low bid.

The bid was originally awarded to SiteOne Landscape Supply, so it will need to be rescinded.

This item was recommended for approval.

12. Approval to award bid for Cold Milling FY25-26

Street Supervisor Kevin Music reviewed the bids for Cold Milling and recommends awarding the price contract to Rogers Group, Inc.

This item was recommended for approval.

13. Approval to award bid for Water Treatment Chemicals - Coagulant FY25-26

Water Resource Supervisor Joe Kerley reviewed the bids for Water Treatment Chemicals - Coagulant and recommends awarding the price contract to Thermodyne Engineering, Inc.

This item was recommended for approval.

14. Approval to award RFQ for fuel tank removal

Upper Cumberland Development District (UCDD) reviewed the request for qualifications for the assessment of the removal of fuel tanks as apart of the Brownfield Redevelopment Area Grant and recommends selecting Montrose Environmental Solutions, Inc.

This item was recommended for approval.

15. Approval of bid for New Catoosa Department Office Site Improvement Grading

The City of Crossville received 2 bids for the grading, drainage, and site improvement project for the new Catoosa Department office maintenance building. The Engineering Department recommends the low bid of Hamilton Consulting and Construction LLC, dba J. Paul Smith Construction at a lump sum price of \$47,412.70.

This item was recommended for approval.

16. Approval of engineering service for Police Department HVAC

A proposal for the engineering of the Police Department HVAC Renovations is recommended for approval. Engineering Service Group has proposed to perform the work at a lump sum price of \$16,750.00. The renovations will include the design and specifications for modifying duct work and the replacement of all existing HVAC units. The City will be tasked with the bidding and incorporating the plans and specifications into a contract.

This item was recommended for approval.

17. Approval of contract amendment for engineering services regarding Meadow Park Lake Expansion

Contract amendment number 5 with J.R. Wauford and Company is being recommended by the Director of Engineering for the completion of the Army Corp permit and the TDEC Permit for the Meadow Park Lake Expansion Project in the amount not to exceed \$50,000. An additional contract amendment will be needed with the Davy Resource Group to complete a portion of the work. Also, the procurement of a mitigation contractor will be required to finalize the permit applications.

This item was recommended for approval.

18. Approval of Certificate of Compliance for Bargain Barn dba Grocery Outlet #11

Bargain Barn dba Grocery Outlet #11 located at 106 Woodmere Mall has requested a Certificate of Compliance to allow them to sell wine in their store upon approval from the State of Tennessee.

This item was recommended for approval.

19. Building Codes Board of Appeals

Three terms on the Building Code Board of Appeals expire at the end of May. Chuck Burgess, Ronnie Wyatt, and Jamie Smith all have terms expiring. Chuck Burgess and Ronnie Wyatt have agreed to serve another three-year term. The City Clerk has not been able to get in contact with Mr. Smith. This Board only meets as needed. One board member will need to be appointed to replace Mr. Smith.

This item was recommended to be placed on the agenda.

20. Personnel Board Appointments

The City Council has two appointments to make to the Personnel Board. The terms served by Matt Dukes and Kim Tabor will expire 7/1/2025. Two new members will need to be appointed; members cannot succeed themselves. Two new members will need to be appointed.

This item was recommended to be placed on the agenda.

Adjournment

The meeting was adjourned at 6:03 p.m.