

City of Crossville

392 N. Main
Crossville, TN 38555



Minutes

Tuesday, May 14, 2019

6:00 PM

Council Chambers

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

PUBLIC HEARING - 5:40 p.m.

- a. Annexation and Plan of Service for Tax Map 114I, Group B, Parcel 34, 426 Valley Lane

Wallace Hughes has requested annexation of his property located at 426 Valley Lane. The Planning Commission has reviewed the proposed Plan of Services and recommended approval.

A public hearing was held on Tuesday, May 14, 2019 at Crossville City Hall at 5:40 p.m. to seek input from the public regarding the proposed annexation. Mayor James Mayberry was present and presiding.

With no suggestions or comments from the public, the public hearing was adjourned at 5:41 p.m.

This Public Hearing was received and filed.

BEER BOARD - 5:45 p.m.

The Beer Board for the City of Crossville, Tennessee met on May 14, 2019 at Crossville City Hall. Mayor James Mayberry was present and presiding. He called the meeting to order at 5:47 p.m. All members were present.

- a. Gas Express

An application has been received from Mituben B. Patel for an off premises beer permit for Gas Express located at 1390 Hwy 70 East.

Chief Jessie Brooks reported a clear-records report and recommended approval.

A motion was made by Mayor James Mayberry, seconded by Mayor Pro-tem Art Gernt, that the off-premises beer permit be approved for Gas Express. 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

- b. Bella's Twisted Grille

An application has been received from Rhonda Finchum dba Bella's Twisted Grille for an on-off premises beer permit. This business is located at 224 Peavine Road in Crossville, Tennessee.

Chief Jessie Brooks reported a clear-records report and recommended approval.

A motion was made by Mayor James Mayberry, seconded by Mayor Pro-tem Art Gernt, that the on-off premises beer permit be approved for Bella's Twisted Grille. 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

With no further business to discuss, the Beer Board adjourned at 5:49 p.m.

PUBLIC HEARING - 5:50 p.m.

a. 2019-2028 Capital Improvement Program Public Hearing

A public hearing is required by Charter on the proposed Capital Improvement Program, which was held on May 14, 2019 at 5:50 p.m. Mayor James Mayberry was present and presiding. With no comments or suggestions from the public, the public hearing was adjourned at 5:51 p.m.

This Public Hearing was received and filed.

REGULAR MEETING - 6:00 p.m.

Call to Order

The City Council for the City of Crossville met in regular session on Tuesday, May 14, 2019 at 6:00 p.m. Mayor James Mayberry was present and presiding.

Roll Call

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 were City Manager Greg Wood, City Attorney Will Ridley, City Clerk Valerie Hale, Assistant City Clerk Malena Fisher, Heather Mullinix, Jim Young, Corban Goad, Andy Vaughn, Jeff Johnson, John Ellington, Gus Espray, Levonn Hubbard, Paul Royko, Rhiannon Sexton, Dustin Daniels, Peter Dagle, Aidan Atkin, Zach Early, Sherley Wyatt, Ashley Richards, Mike Turner, Mason Stryker, Jonathan Rogers, Tim Begley, Fred Houston, Lee Lawson, Jessie Brooks, Cliff Wightman, Virgie Lotz, Rick Page, and Mituben Patel.

1. Proclamations/Presentations-None

2. Public Comment

There were no public comments.

3. Appointments

a. Crossville Housing Authority

Mayor Mayberry is re-appointing Virgie Lotze to an additional term on the Board of the

Crossville Housing Authority. Ms. Virgie Lotze was sworn in for another 5 year term.

Ms. Virgie Lotze was re-appointed.

4. Consent Agenda

Approval of the Consent Agenda

A motion was made by Council Member J. H. Graham , seconded by Council Member Scot Shanks, to approve the Consent Agenda. 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

Ordinances on Second Reading

a. Ordinance amending FY18-19 and approval to purchase Vacuum Pump for Catoosa Utility Department

On October 9, 2018 the Council approved to purchase the vacuum contingent upon selling a backhoe in order to help pay for the vacuum. Since that time, the Veolia manager has requested the backhoe. Staff requests for the Council to rescind the previous action of selling the backhoe and approve a budget amendment in the amount of \$20,000 for the Catoosa Department to purchase a vacuum pump. The difference to pay for the vacuum pump is from a backhoe that Catoosa bought that was \$25,000 under budget.

*450-52140-940-004 Misc. Equipment Debit
450-28000 net position Credit*

This Ordinance was approved on second reading.

Ordinances on First Reading

b. Ordinance Closing Taylor Lane Right-of-Way for Sherrill & Bilyeu properties

Mr. Gary Bilyeu has requested that the narrow right-of-way for Taylor Lane, between Park Street and West Avenue, be closed and the entirety be joined to his property, Tax Map 100N, Group H, Parcel 001.00. The ROW is between two properties, Mr. Bilyeu and Mr. Baxter Sherrill. Mr. Sherrill has stated that he has no interest in the ROW and is fine with all of it going to Mr. Bilyeu.

This ROW has been paved, but is not an official City street. It appears the paving was done by the adjoining property owner when their parking lot was paved. Planning Commission met April 18 and voted to recommend to City Council the closure of the right-of-way.

This Ordinance was approved on first reading.

c. Ordinance amending FY18-19 Budget Police Department K9

The Police Department retired K9 Arko on January 1st, 2019. Chief Jessie Brooks requests the approval to purchase a replacement K9 from Southern Police K9 for \$14,000. This company is the sole source vendor for K9's. This amount will cover the cost of the K9, 6 weeks of training for the K9 and the assigned handler (including meals, lodging, basic equipment and K9 food). There are funds available in the Drug Fund, which need to be transferred through a budget amendment.

*121-42120-920-002 Debit \$14,000
121-27100 Credit Net Position \$14,000*

This Ordinance was approved on first reading.

d. Ordinance amending FY18-19 Budget for Engine 18

The Fire Department requests retroactive approval of an emergency purchase of a generator for Engine 18. The current generator is no longer working and was not repairable, thus taking the truck out of service. The Maintenance Department received a quote for \$6,051.10 from NAFECO (KME Manufacturer) for replacement parts. The Fire Chief reviewed the quote and recommended the purchase. A budget amendment is necessary.

*10-42200-261 Debit
110-27100 Credit*

This Ordinance was approved on first reading.

e. Ordinance adopting the FY2019-20 budget

The budget must be passed on three readings by June 30. A public hearing is scheduled for the June 12 meeting.

This Ordinance was approved on first reading.

Additional Consent Items

f. Approval of minutes (04/09)

This Minutes were approved as recommended.

g. Approval of Resolution for Annexation and Plan of Services-426 Valley Lane

The property owner at 426 Valley Lane submitted a request to the City for annexation for the purpose of sewer and other City services.

The Crossville Regional Planning Commission recommended approval of the Annexation and Plan of Services at their March 21, 2019 meeting.

The City Council approved a Special Tap Fee for the Valley Lane area at the meeting held on April 9, 2019.

This Resolution was approved as recommended.

h. Approval of FY19-20 TCRS Rate

The rate for the FY 19-20 TCRS share for the City of Crossville is 15.90%. The Finance Director recommends paying 16.50% to help pay for some of the deficit that the City experienced in 2008 and 2009.

This Resolution was approved as recommended.

i. Adoption of the 2019-2028 Capital Improvement Program

By Charter, the City Council is required to adopt a Capital Improvement Program.

This Resolution was approved as recommended.

j. 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. Applications are due May 29, 2019.

This Resolution was approved as recommended.

k. Approval of temporary street closings for Memorial Day ceremonies on May 27

The Veteran's Service Office requests temporary street closures for Memorial Day ceremonies at:

Fourth St. and Rector Ave.

Fifth St. and Main St.

Fourth Ave. and Thurman Ave.

Second St. and Main St.

They request the closures from 9:30 a.m. – 12:00 noon.

This Permit was approved as recommended.

l. Approval of temporary street closure request by Social Brew

Matt Miller, owner of Social Brew, has requested a temporary street closing for the following fundraising events:

June 8-Salvation Army

June 21-Christmas on the Mountain

Mr. Miller requests for Taylor Avenue from North Main Street to Thurman Avenue be closed from 4-10 p.m. on each of these days.

This Permit was approved as recommended.

m. Approval of contract for engineering services-Miller Avenue Force Main Replacement

A contract with GRW Engineers is proposed for the design, permitting and contract administration for the Miller Avenue Force Main Replacement Project at a total cost of \$135,000. A map is attached showing the location of the line to be replaced. The total estimated cost of the project is \$848,000. Staff recommends the approval of the contract. \$500,000 is budgeted for FY18-19.

This Contract was approved as recommended.

n. Approval of Certificate of Compliance for Weigel's Store 87

William B. Weigel, Kenneth E. McMullen, Douglas J. Yawberry, Laurie Keville, William Kurt Weigel, and Margaret Kwasigroch have requested to renew their Certificate of Compliance to allow them to sell wine at Weigel's Store 87 located at 1023 West Avenue. A background check has been presented, which showed no issues.

This Permit was approved.

Bids/Purchases

o. Approval to purchase SCADA system-Waste Water Treatment Plant

The waste water treatment plant solicited bids for a SCADA system. Two bids were received and Veolia Project Manager recommends purchasing through the low bidder, Kazmier & Associates, Inc.

This Purchase was approved as recommended.

p. Approval to purchase Fire Bunker Gear (Personal Protective Firefighting Turnouts)

The Crossville Fire Department solicited 2-year bids for firefighting protective clothing (aka Fire Bunker Gear) and for personal "bail out" systems for firefighter safety. The protective clothing is part of the department's cancer reduction initiative. Emergency Vehicle Specialists (EVS) was the sole bidder on the sets which includes helmets, coats, pants, suspenders, boots, gloves, hood and bail out kit. Staff recommends to award the bid to EVS for a total of \$4,692.43 per set.

This Purchase was approved as recommended.

q. Approval of water register & meter purchase for Catoosa Utility District

The Catoosa Department requests to purchase 240 water registers and 96 meters for a total price of \$47,533.68. These items are included in FY18-19 budget.

This Purchase was approved as recommended.

r. Approval to purchase four L3 Mobile-Vision Police Car Camera Systems

The L3 Mobile-Vision Flashback HD is an in-car camera system used in City Police patrol vehicles. Mobile-Vision L3 is a sole-source provider of this camera system which is currently in use throughout the Police Department patrol car fleet. Captain Brian Eckelson has obtained a quote from L3 Mobile-Vision, Inc. for these camera systems for \$17,980. Chief Jessie Brooks has reviewed the quote and recommends purchasing the cameras from L3 Mobile-Vision. This equipment purchase was budgeted and approved in the 2018-2019 annual budget as Capital Outlay/Miscellaneous Equipment.

This Purchase was approved as recommended.

5. Other Business

a. Ordinance adopting the FY2019-20 tax rate

The ordinance setting a tax rate for FY2019-20 needs to be passed on 3 readings by June 30. The current certified tax rate is \$0.5905.

A motion was made by Council Member J. H. Graham, seconded by Mayor James Mayberry, to approve ordinance adopting the FY2019-20 tax rate at the current rate of 0.5905. 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

b. Discussion and action on sewer access for 63 Grandview Drive

The property owner at 63 Grandview Drive has requested to connect to the City sewer system. The property owner would be responsible for any and all fees associated with connection.

A motion was made by Council Member J. H. Graham, seconded by Council Member Rob Harrison, to approve sewer access at outside City rates for 63 Grandview Drive. 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

c. Discussion and action on donation to Future Business Leaders of America

The FBLA Chapter at Cumberland County High School has requested a donation of \$500 for them to compete at the National Leadership Conference in San Antonio, TX from June 29-July 2.

A motion was made by Mayor James Mayberry, seconded by Council Member Rob Harrison, to approve request. 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

d. Discussion and action on Fixed Based Operator/Airport Manager

RFPs were received for FBO Operator/Airport Manager. A committee comprised of the City Manager, Ben Welsh, Paul Royko, and Council member Shanks reviewed the proposals and recommend Azure Flight Support, LLC.

Council member Graham related it is important that Azure Flight Support is familiar with TDOT Aeronautics and funding opportunities, as well as the capital projects currently planned for the airport.

The contract will be negotiated and submitted to the Council for approval at a later date.

A motion was made by Mayor James Mayberry, seconded by Council Member Rob Harrison, to recommend Azure as FBO Operator and allow the City Attorney to negotiate terms of the contract. 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

e. Discussion and action on contract regarding Central Communications Committee

City Attorney Will Ridley updated the Council on the status with CCC and associated contract at the work session on May 7, 2019.

A proposed four year contract has been submitted to the City, which was developed through negotiations between Cumberland County, E-911 and the City of Crossville.

The contract proposes to eliminate the Central Communications Committee. Instead, the City would contribute \$550,000 annually. The current employees would become employees of E-911 board and those board members will oversee daily operations of the Director and employees. The Board will maintain insurance and agree to indemnify City and County of any liability. By statute, the Board is appointed by the County Mayor. This translates to the City having no control or liability, contributing \$550,000 annually, instead of \$600,000 and the City no longer has liability for County employees of which the City has no oversight.

The contract expires June 30, City Attorney Ridley suggests having an agreement in place in June.

City Attorney stated that the agreement is still in draft form and suggests deferring the item until a final draft has been completed. He also related that the County will not vote on the item until June.

This Contract was deferred

f. Discussion and action on forming committee to revise sign ordinance

The Council discussed a committee to begin work on revising the sign ordinance. Tom Flynn, Kevin Dean, City Manager, City Clerk, Peter Nichols were recommended for the committee. Council member Harrison requested more time to evaluate and to discuss again in June.

A motion was made by Mayor James Mayberry, seconded by Council Member Scot Shanks to appoint Tom Flynn, Peter Nichols, Kevin Dean, Danny Thurman, City Manager, and the City Clerk to the committee and to discuss other potential members in June. 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

City Attorney Will Ridley reported that one lawsuit has been filed against the City in Chancery Court, Cantrell vs. City of Crossville.

Mr. Ridley also reported that Inn of Cumberlands received a bid for \$100,000. Because of local chancery court rules, the sale will re-open until Friday, May 17. If there are any other bidders, the sale price could increase.

7. City Manager's Report

a. City Manager's Report - May 2019

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

City Manager Wood announced that the pickleball courts are complete and open for use. Garrison Park Splash Pad inspection will be Wednesday, May 15. Brookhaven Subdivision water line project is close to being bid out.

City Manager Wood also reported that due to the heavy rains, a culvert was damaged on Interstate Drive. Also due to heavy rain, Old Jamestown Highway is closed for repairs due to flood waters from the Little Obed River eroding a huge section of road near the northern entrance to Hillcrest Drive. The City is working in conjunction with the County to repair the road.

ADJOURNMENT

With no further business to discuss, the meeting adjourned at 6:26 p.m.