

# City of Crossville

392 North Main Street  
Crossville, Tennessee 38555



## Minutes

Tuesday, January 14, 2025

6:00 PM

Council Chambers

## City Council

*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*

**AUDIT COMMITTEE - 5:15 p.m.****BEER BOARD - 5:45 p.m.**

*The Crossville Beer Board met at Crossville City Hall. Mayor Crawford was present and presiding. He called the meeting to order at 5:45 p.m.*

**Present:** 5 - Mayor R.J. Crawford, Council Member Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

**1. AM Express 1**

*Virendrakumar Patel of AM Express 1 has requested an off-premise beer permit for 1931 N Main Street, Crossville.*

**A motion was made by Council Member Art Gernt, seconded by Council Member James Mayberry, to approve the permit. The motion carried by the following vote:**

**Aye:** 5 - Mayor R.J. Crawford, Council Member Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

**2. Plum Crazy Vapor**

*Daniel White of Plum Crazy Vapor has requested an on- and off-premise beer permit for 1660 N Main Street, Crossville.*

**A motion was made by Council Member Art Gernt, seconded by Council Member Mike Turner, to approve the permit. The motion carried by the following vote:**

**Aye:** 5 - Mayor R.J. Crawford, Council Member Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

**PUBLIC HEARING - 5:50 p.m.**

*The Crossville City Council met at Crossville City Hall for a Public Hearing. Mayor Crawford was present and presiding. He called the meeting to order at 5:50 p.m.*

**Present:** 5 - Mayor R.J. Crawford, Council Member Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

**1. Public Hearing - Annexations**

*A review of the Plan of Services is required every 6 months after annexation until the Plan of Services has been fulfilled. It has been 6 months since the annexation of Tax Map and Parcel 112L C 014.00 (Canary Drive/Walnut Drive).*

*Mayor Crawford asked if anyone was at the meeting to speak on this Plan of Services. Seeing none, he adjourned the meeting.*

**SOLICITATION BOARD - 5:55 p.m.**

*The Crossville Solicitation Board met at Crossville City Hall. Mayor Crawford was present and presiding. He called the meeting to order at 5:55 p.m.*

**Present:** 5 - Mayor R.J. Crawford, Council Member Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

**1. United Fund of Cumberland County 2025**

*An application for a Solicitation Permit has been filed by the United Fund of Cumberland County. They are beginning their fundraising campaign to assist 30+ different 501(c)3 organizations in the community. Copies of all attachments are available in the City Clerk's office.*

**A motion was made by Mayor R.J. Crawford, seconded by Council Member Mark A. Fox, to approve permit for 2025. The motion carried by the following vote:**

**Aye:** 5 - Mayor R.J. Crawford, Council Member Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

**REGULAR MEETING - 6:00 p.m.**

**Call to Order**

*The Crossville City Council met for its monthly meeting on Tuesday, January 14, 2025 at Crossville City Hall. Mayor Crawford was present and presiding. He called the meeting to order at 6 p.m. Steven Pickard, Faith Assembly of God, provided the invocation and the Young Marines presented the Colors and led the Pledge of Allegiance.*

**Roll Call**

**Present:** 5 - Mayor R.J. Crawford, Council Member Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

*Others present were City Manager Valerie Hale, City Clerk Baylee Rhea, City Attorney Randy York, Lee Lawson, Nathan Clouse, Jessie Brooks, Chris Kendrick, Victor Torasso, Serena Vasudeva, Justin Baisley, Chris South, Charlotte Whittenburg, Carolyn Whittenburg, Levonn Hubbard, Tim Begley, Ethan Medley, Mason Fox, Lee Lawson, Leah Crockett, Steven Pickard, Nicole McKie, Thomas McKie Jr., Dylan McKie, Shea James, Jeff Dyer, Larry Kidwell, Rob Harrison, and Burt Allaire.*

**1. Proclamations/Presentations**

**a. January Proclamations and Presentations**

*Mason Fox was named Employee of the Quarter.*

*Dylan McKie was named Student of the Month for January. January is honesty month.*

**The Presentations were made.**

**2. Public Comment**

*No comments were made.*

**3. Appointments****a. Airport Committee**

*Ben Welch currently serves as a Pilot on the Airport Committee. He stated in their last regularly held meeting he no longer wishes to continue to serve. His term expires March 2026. This is a Mayoral appointment.*

*The Airport Committee has recommended Gwen Schallow be appointed.*

**A motion was made by Mayor R.J. Crawford, seconded by Council Member James Mayberry, to appoint Gwen Schallow to fulfill Ben Welch's term. The motion carried by the following vote:**

**Aye:** 5 - Mayor R.J. Crawford, Council Member Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

**4. Chamber of Commerce Report**

*A report was not provided at this month's meeting.*

**5. Consent Agenda**

*Mayor Pro-tem Art Gernt stated all the items on the Consent Agenda had been discussed the week prior at the monthly Work Session and were recommended by Staff. Mayor Pro-tem Gernt followed by inviting the public to attend future Work Sessions.*

**Approval of the Consent Agenda**

**A motion was made by Council Member Art Gernt , seconded by Council Member James Mayberry, to approve items 5 A-M on the Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Mayor R.J. Crawford, Council Member Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

**Ordinances on Third Reading****a. Ordinance amending FY 24-25 budget**

*Several amendments are needed to the FY 24-25 budget.*

*The budget amendment for the vehicles are to buy out the leases on them. One is for a 2022 Chevy Silverado 2500 HD in the amount of \$16,254.79, and the other is a 2022*

*Chevy Silverado 2500 HD for \$19,144.04.*

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

### **Ordinances on Second Reading**

**b.** Ordinance amending the site plan ordinance

*Staff has requested to amend the site plan ordinance. Changes include adding hydrologic features to site plans and changing the time frame which staff has to review all site plans.*

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

### **Ordinances on First Reading**

**c.** Ordinance amending FY 24-25 - Capital Projects

*A budget amendment is necessary for FY24-25's capital projects.*

**This Ordinance was approved on first reading**

### **Additional Consent Items**

**d.** Approval of resolution for engineering services

*Qualifications were received for engineering services regarding the 2024 Recreational Trails Program grant. Staff recommends selecting Wold-HFR for the engineer for this project to construct a trailhead at Meadow Park Lake.*

**This Resolution was approved as recommended.**

**e.** Approval of Local Parks and Recreation Fund (LPRF) letter of intent and grant application

*The City Manager is requesting to submit a letter of intent and to apply for a Local Parks and Recreation (LPRF) grant. The City's Master Parks and Recreation Plan will need to be updated to reflect the addition of the proposed playground equipment. This grant is a 50/50 match.*

**This Resolution was approved as recommended.**

**f.** Discussion and action regarding Downtown Traffic Signal Replacement

*A contract for full engineering and construction administration has been recommended for the traffic signal replacement at Fourth Street and South Main Street and First Street and South Main Street.*

*The cost for the engineering is \$97,500. Based on current estimates, the construction cost will not exceed \$1,050,000 based off of the recent construction cost of the Lantana and Main Signal Replacement project.*

*The proposal is for City funding only and indicates that construction plans could be*

*produced in about 3.5 months, but TDOT's review and approval could extend this time frame.*

**This Contract was approved as recommended.**

- g.** Approval of contract amendment regarding Hwy 127 North Phase 2 utility relocation Near Potato Farm Road to near Hollow Lane (PIN 100260.03)

*The City currently has a contract with Hussey Gay Bell for the design and construction administration for the Hwy 127 N utility relocations. The amendment will provide surveying services including easement descriptions, parcel maps, and calculation of easement value based upon current City procedure.*

**This Contract was approved as recommended.**

- h.** Approval of contract amendment regarding Hwy 127 N Phase 3 Utility Relocation Near Hollow Lane to Near Lowe Road (PIN 100260.04)

*The City currently has a contract with Hussey Gay Bell for the design and construction administration for the Hwy 127 N utility relocations. The amendment will provide surveying services including easement descriptions, parcel maps; and calculation of easement value based upon current City procedure.*

**This Contract was approved as recommended.**

- i.** Approval of TDOT Utility Engineering and Relocation Estimate for Hwy 127 N Phase 2 Utility Relocation Near Potato Farm Road to near Hollow Lane (PIN 100260.03)

*The TDOT Utility Engineering and Relocation Estimate is attached. This estimate must be signed by the City Manager and submitted to TDOT so that the City can be reimbursed for a portion of the engineering services and the utilities can be relocated in the TDOT project.*

**This Contract was approved as recommended.**

- j.** Approval of TDOT Utility Engineering and Relocation Estimate for Hwy 127 N Phase 3 Utility Relocation Near Hollow Lane to Near Lowe Road (PIN 100260.04)

*The TDOT Utility Engineering and Relocation Estimate is attached. This estimate must be signed by the City Manager and submitted to TDOT so that the City can be reimbursed for a portion of the engineering services and the utilities can be relocated in the TDOT project.*

**This Contract was approved as recommended.**

- k.** Approval of contract amendment regarding Inspection for ARPA Sewer Projects

*The Resident Observation budget for the ARPA sewer projects was set up with the intention of construction of the projects overlapping. The in-progress Bar Screens project doesn't have a budget for the Resident Observation. This amendment is a net increase of \$66,000 for the Resident Observation of the ARPA projects. The changes to the Resident Observation for the project are shown below:*

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Project	Original Amount	Amended Amount
Obed/Justice Center/Tansi	\$0	\$104,000
Hwy 127/Genesis Rd	\$76,000	\$78,000*
Peavine Rd.	\$40,000	

\*\$78,000 is for both Hwy 127/Genesis Road and Peavine Road.

Total	\$116,000	\$182,000
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The Director of Engineering recommends the approval of the contract amendment.

**This Contract was approved as recommended.**

- I. Approval of minutes (12/10 Council Meeting, 1/7 Work Session)

**This Minutes was approved as recommended.**

### **Bids/Purchases**

- m. Approval to purchase Lifepack Cardiac Monitor/Defibrillator

*The Crossville Fire Department requests approval to purchase a Physio Control Lifepack Model 35 Cardiac Monitor/Defibrillator package. The cardiac monitor defibrillator package will improve the Paramedics and AEMT's ability to treat patient's suffering from cardiac conditions. In addition, the unit will be capable of transmitting the patient's 15 lead EKG to the hospital medical staff prior to the patient's arrival allowing doctors to diagnose potential life ending heart attacks even before the patient arrives to the emergency room. This unit will be the same model used by Cumberland County EMS which will increase proficiency and treatment. The unit was not on the market at the time of budgeting and comes in a bit higher than anticipated. There is \$55,200 in Line item 42200-940-006, and the total cost with the procare annual service plan is \$64,373.57. A budget amendment is necessary.*

**This Bids/Purchases was approved as recommended.**

## **6. Other Business**

## **7. City Attorney's Report**

- a. City Attorney's Report

*City Attorney Randy York stated there was not any new business to report.*

**This Report was received and filed.**

## **8. City Manager's Report**

- a. City Manager's Report

*City Manager Valerie Hale reported sales tax being up 4%. On January 23 at 8:30 a.m. at the Crossville Shooting Sports Park, a Council retreat will be held. She stated an*

*agenda will be sent out by the end of the week. The Sports Authority of the City of Crossville approved the contract for the bids placed for Indoor Recreation Center. Several local contractors were selected for the project and contractors that were not local plan to sub-contractor portions of the work. Lastly, City Manager Hale thanked the Police Department, Fire Department, and Public Works Departments for their work during the weather event this past week.*

**This Report was received and filed.**

## **ADJOURNMENT**

**A motion was made by Council Member Art Gernt at 6:09 p.m., seconded by Council Member Mark A. Fox, to adjourn the meeting. The motion carried unanimously.**