

City of Crossville

392 North Main Street
Crossville, Tennessee 38555



Minutes

Tuesday, August 5, 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, August 5th, 2025 at Crossville City Hall. Mayor Crawford was present and presiding. He called the meeting to order at 5:05 p.m.

Roll Call

Present 4 - Mayor R.J. Crawford, Council Member Mike Turner, Council Member James Mayberry, and Council Member Mark A. Fox
Absent 1 - Council Member Art Gernt

Others present were City Manager Valerie Hale, City Clerk Baylee Rhea, City Attorney Randy York, Lee Lawson, Nathan Clouse, Gary Nelson, Victor Torasso, Tim Begley, Ethan Medley, Joe Kerley, Larry Kidwell, Jessie Brooks, Ethan Hadley, Shea James, Brian Tilley, Keith Sadula, Jessie Henson, Dustin Lester, and Rob Harrison.

Public Comment

There were no comments.

1. Ordinance approving the abandonment Right-of-Way for a portion of Shepherd's Way, Central Baptist Church

Central Baptist Church is currently developing a master plan for their campus. A portion of that plan is to increase parking capacity. While they are only in the design and planning phase of the plan, they foresee needing to close a portion of the right-of-way of Shepherd's Way for use of parking and for the safety of their congregation in walking from their cars to the church. There have been some complaints about through traffic traveling Shepherd's Way at higher rates of speed. At this time, they are seeking a guarantee from the City, that if they meet all the requirements that have been explained by Planning Staff (platting, construction of a cul-de-sac, and the survey work required by the City to abandon right-of-way) that the City will then abandon the right-of-way for the church. They do not want to move forward in spending the required funds to meet all the requirements and then the City to deny the right-of-way closure. They anticipate the formal request to close the right-of-way within a year.

City Staff conducted a traffic count of Shepherd's Way at both ends, near the intersection of Dunbar Lane and the intersection of Highway 127 South. From the traffic count, it does appear that most traffic on the road is on Sundays and Wednesdays and most of the traffic does use the Highway 127 entrance over the Dunbar Lane side. Average Daily Traffic counts being:

- Dunbar Lane Side: 389*
- Highway 127 South Side: 1,007*

Staff recommends that the Crossville City Council move forward with the passage of an Ordinance closing/abandoning the right-of-way between the edge of the proposed cul-de-sac and Highway 127 South, contingent upon all the requirements of plats, construction of the new cul-de-sac be completed within 3 years of the 3rd reading of

the Ordinance, as well as a financial guarantee be provided to the City of Crossville for any damage to the existing portion of Shepherd's Way that may require maintenance or upkeep during the construction phase of the cul-de-sac. The amount of the financial guarantee is to be determined by City Staff and agreed upon by the church before the passing of the Ordinance. The Ordinance would be rescinded and the right-of-way would remain public should any requirements not be met.

This item was recommended for approval.

2. Ordinance amending §18-304 Design Criteria

An ordinance amending §18-304 Design Criteria is recommended by staff to reference the International Plumbing Code for grease traps rather than an outdated appendix.

This item was recommended for approval.

3. Approval of Certificate of Compliance for Weigel's #124

Weigel's #124 that will be located at 79 Chestnut Hill Road 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.

4. Approval of a temporary street closure - Christmas Parade

The City of Crossville hosts the Christmas Parade the second Saturday of December (December 13th) at 4:30 p.m. The street closures could begin as early as 1 p.m. to help re-route traffic. Staff has requested to use the same route as last year. This route is on West Avenue rather than Main Street. They are also requesting a weather date for the 3rd Saturday in December (December 20th).

This item was recommended for approval.

5. Approval of Engineering Study of Dunbar Road Sewer Line Capacity

To address ongoing considerations regarding the existing eight miles of sewer line relating to the Dunbar Road area, a formal assessment of its current capacity, including approved developments and future capabilities is necessary. City Engineering Staff has indicated that, based on current geometry, there is no additional capacity available on this line in the Tansi area. To obtain a definitive assessment, it is recommended to hire an engineering firm to conduct an analysis and model of the existing Dunbar sewer collection system. This study would accurately determine the line's capacity, identify any limitations, and recommend potential upgrades or improvements, such as line up sizing or the installation of pump stations, to increase sewer capacity in the area.

This item was recommended for approval.

6. Approval to apply for the Tourism Enhancement Grant

Grant applications for the Tourism Enhancement Grant are open and staff has requested approval to apply for this grant. Staff recommends applying for wayfinding signage for the downtown area. Wayfinding signs enhance the navigation experience for visitors and residents by providing visual continuity. A signage program also helps the visitor experience and improves aesthetics of the downtown

area. Design and production of the signs is estimated at \$60,000. City Manager Valerie Hale recommends applying for \$100,000, and a 10% match will be required if awarded the grant.

This item was recommended for approval.

7. Approval to apply for Downtown Improvement Grant

Staff is requesting to apply for the Downtown Improvement Grant (DIG). This grant can be used to make improvements in the Downtown area.

This item was recommended for approval.

8. Approval of grant application regarding SRO Officers

Chief Jessie Brooks requests approval to apply for an endowment grant from the State of Tennessee in the amount of \$300,000. The grant is specifically to pay for SROs.

This item was recommended for approval.

9. Approval to apply for SWIG asset management grant

Staff requests approval to apply for SWIG asset management grant. The grant is in the amount of \$250,000 and requires a 10% match. Asset management is required for ARPA funded projects. Currently, there is money budgeted for asset management, but Staff would like to apply for the grant to offset a majority of the costs.

This item was recommended for approval.

10. Approval of codification resolution

The City Clerk's Office recommends approval of this resolution to allow MTAS to codify and revise current ordinances in place. MTAS will review all ordinances and make recommendations for updating ordinances. This is recommended to be done every 8-10 years. Once completed, there will be three readings to adopt newly revised ordinances.

This item was recommended for approval.

11. Discussion and action of condemnation cases

City Attorney Randy York has requested for Council to pass a resolution allowing him to take over 4 condemnation cases from the State of Tennessee related to projects for the City of Crossville. He stated there is an additional condemnation case that he has a conflict of interest with and is unable to represent the City on. He recommended using Evan Wright for this case. Condemnation work is a specialized area of the law and Mr. Wright has experience in it. He stated he has spoke with Mr. Wright and he has agreed to take the case.

This item was recommended for approval.

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

Mayor Pro-tem Gernt arrived at the meeting.

12. Approval of resolution for opioid settlement case

City Attorney Randy York requested the passage of a resolution allowing him to file suit for the opioid settlement case against Purdue-Sackler.

This item was recommended for approval.

13. Approval of administrative services for LPRF grant

Staff recommends approving Community Development Partners as the administrator for the LPRF grant.

This item was recommended for approval.

14. Approval of engineering services for the LPRF grant

Submissions were received on Friday, August 1st for an engineering firm for the LPRF grant. Staff will review submissions and make a recommendation prior to the City Council meeting.

This item was recommended to be placed on the agenda.

15. Approval of Change Order #3 for PIN 126706.00

TDOT has sent a contract amendment for PIN 126706.00 (SR-1 Intersection at Fourth Street). This would extend the contract to September 1, 2028.

This item was recommended for approval.

16. Approval of contract for vendors at Fly In

The Airport Committee has recommends a contract for vendors for the aircraft rides during the Airport's Fly In and Open House. The recommended contract has been approved by the City Attorney.

This item was recommended for approval.

17. Approval of contract amendment regarding engineering services-TAP Grant/Downtown Sidewalk Project

Approval of an amendment is requested for the construction inspection fees and construction administration fees for the downtown sidewalk project. The original construction anticipated time was 12-months. The project has been extended because of delays and the construction period is now set for 16-months with change order 5 to be approved. The amendment number 5 is recommended for approval with an increase of \$160,000.

This item was recommended for approval.

18. Approval of contract with Davey Resource Group for Environmental

Consulting Services relating to Meadow Park Lake Expansion

A contract with Davey Resource Group is recommended. They will provide assistance with the preparation of the ARAP application, revise the Jurisdictional Determination Request, and revise the stream data report because of the reduction approved by TDEC. These services are needed by Wauford for the Meadow Park Lake Expansion permit application. The total of the contract is \$27,820.78

This item was recommended for approval.

19.**Approval of contract for Banking Services**

The City of Crossville sent out Requests for Quotations for Banking Services. The City received one response from One Bank of Tennessee, which the City currently uses. The Contract period for the services shall be for the period beginning August 1st, 2025, and ending July 31st, 2029, with an option to renew for two years. Finance Director Nathan Clouse has reviewed One Bank of Tennessee's RFQ, and recommends awarding the contract to One Bank of Tennessee.

This item was recommended for approval.

20.**Approval of Water Treatment Plant Utility Tractor Bid**

Water Resource Supervisor Joe Kerley requests the City Council's approval to award the bid for Water Treatment Plant Utility Tractor to Mountain Farm International for \$47,000.00 after a trade-in value of \$15,000.00. This item is under budget after the trade in. Staff requests approval to dispose of the tractor for the value of the trade-in.

This item was recommended for approval.

Adjournment

The meeting was adjourned at 5:28 p.m.