

City of Crossville

392 N. Main
Crossville, TN 38555



Minutes

Tuesday, May 10, 2022

6:00 PM

Council Chambers

City Council

Mayor James Mayberry
Mayor Pro-Tem R.J. Crawford
Council Member Rob E. Harrison
Council Member Scot Shanks
Council Member Art Gernt
City Manager Greg Wood
City Clerk Valerie Hale

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

Present: 5 - Council Member Scot Shanks, Council Member Rob Harrison, Council Member Art Gernt, Mayor Pro-tem R.J. Crawford and Mayor James Mayberry

a. Paparitos Southwest Grill

An application has been received for an on-premises beer permit from Richard Thomas Flowers for Paparitos Southwest Grill at 103 Cumberland Plaza. Chief Brooks presented a clear records report and recommended approval.

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

Aye: 5 - Council Member Scot Shanks, Council Member Rob Harrison, Council Member Art Gernt, Mayor Pro-tem R.J. Crawford and Mayor James Mayberry

b. Cumberland County Playhouse

An application has been received from Bryce McDonald for an on-premises beer license for Cumberland County Playhouse located at 221 Tennessee Avenue. Chief Brooks presented a clear records report and recommended approval.

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

Aye: 5 - Council Member Scot Shanks, Council Member Rob Harrison, Council Member Art Gernt, Mayor Pro-tem R.J. Crawford and Mayor James Mayberry

The Beer Board adjourned at 5:46 p.m.

PUBLIC HEARING - 5:50 p.m.**a. Proposed Capital Improvement Plan 2022-2031**

A public hearing was held to receive comments from the public regarding the proposed 2022-2031 Capital Improvement Plan. There were not any comments received and the public hearing adjourned at 5:52 p.m.

This Public Hearing was received and filed.

REGULAR MEETING - 6:00 p.m.**Call to Order**

The Crossville City Council met for its monthly session on Tuesday, May 10, 2022 at Crossville City Hall. Mayor James Mayberry was present and presiding. He called the meeting to order at 6:00 p.m.

The invocation was provided by Sam Tollett, Cumberland Fellowship Church. The Young Marines presented the colors and led the Pledge of Allegiance.

Roll Call

Present: 5 - Council Member Scot Shanks, Council Member Rob Harrison, Council Member Art Gernt, Mayor Pro-tem R.J. Crawford and Mayor James Mayberry

Others present were City Manager Greg Wood, City Attorney Will Ridley, City Clerk Valerie Hale, Lee Lawson, Tim Begley, Levonn Hubbard, Jessie Brooks, Andon Yasovsky, friends and family of the Young Marines, Michelle Billup, Chris South, Dr. Mark Fox, Sam Tollett, Trisha, Kevin Music, Ethan Hadley, Clark West, Virgie Lotze, and James R. Blankenship.

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

Levonn Hubbard addressed the Council to invite them to a fundraiser for the Young Marines, which will be held May 14 at the Lake Tansi Fire Station.

James Blankenship addressed the Council and asked if the Mayor could answer the following question, "Is the permitting process discretionary or obligatory?" Mayor Mayberry responded that he could not provide an answer to the question and deferred to the City Attorney who stated that he could provide an answer within a day.

Trisha introduced herself. She discussed the interference and complications during medical procedures and tests caused by small cell technology. She exhausted her three minute allowance and the Mayor asked her to attend a work session if she wished to discuss the matter further.

3. Appointments**a. Crossville Housing Authority**

Mayor Mayberry announced Clark West as his appointment for a 5 year term on the Crossville Housing Authority. His term will expire May 30, 2027. Mr. West was sworn in by Mayor Mayberry.

Clark West was appointed.

4. Chamber of Commerce Report

Ethan Hadley, President-CEO of Crossville-Cumberland County Chamber of Commerce presented the monthly report of activities. Buc-ee's will be opening in June and is conducting a hiring event next week.

5. Consent Agenda**Approval of the Consent Agenda**

A motion was made by Mayor Pro-tem R.J. Crawford , seconded by Council Member Rob Harrison, to approve the Consent Agenda as the items have been discussed at the recent work session and recommended by City Staff. The motion carried by the following vote:

Aye: 5 - Council Member Scot Shanks, Council Member Rob Harrison, Council Member Art Gernt, Mayor Pro-tem R.J. Crawford and Mayor James Mayberry

a. Approval of minutes (04/12, 04/21, 05/03)

The Minutes were approved as recommended.

Ordinances on Third Reading**b. Ordinance amending FY21-22 regarding purchase of a Utility Maintenance truck**

The Utility Maintenance Manager obtained a price quote from Ford of Murfreesboro for a 2022 Ford F150, regular cab, 4WD pick-up truck for a purchase price of \$30,768.00. Ford of Murfreesboro has a contract with the State of Tennessee, Central Procurement Office for vehicles. This vehicle would replace the truck that insurance totaled after a tree fell on it. This purchase will require a budget amendment for \$30,768.00.

This Ordinance was adopted on third reading.

c. Ordinance amending FY21-22 budget for non-budgeted items

The budget needs amending to add costs that were not budgeted for FY21-22.

This Ordinance was adopted on third reading.

d. Ordinance amending FY21-22 budget for Three Star grant

The City has received a proposal from Neel - Schaffer, Inc. in the lump sum amount of \$32,800 for all required engineering services for the greenway bridge on the Little Obed River. The services will be funded with a Three Star grant and it is anticipated that the construction of the bridge will be performed with City Crews and TCAT students.

This Ordinance was adopted on third reading.

Additional Consent Items

- e. Adoption of the 2022-2031 Capital Improvement Program
- By Charter, the City Council is required to adopt the Capital Improvement Program. The CIP is available to review on the City's website under the Finance Department's page.*
- This Resolution was approved as recommended.**
- f. Approval of Certificate of Compliance for Buc-ee's
- Buc-ee's (Store Manager Wesley Scott Harness) has requested a Certificate of Compliance to allow wine to be sold at Buc-ee's located at 2045 Genesis Road. A background check has been presented, which showed no issues.*
- This Permit was approved as recommended.**
- g. Approval of temporary street closing for Boo on Main
- Downtown Crossville, Inc. is requesting a temporary street closing for Main Street from Second Street to Neecham Street. for the Boo on Main event. The requested hours are from 3:00 p.m. to 7:00 p.m. on Saturday, October 29.*
- This Permit was approved as recommended.**
- h. Approval of temporary street closings for Memorial Day ceremonies on May 30
- 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 9:00 a.m. - 1:00 pm.*
- This Permit was approved as recommended.**
- i. Approval of grant contract with TDOT Aeronautics to extend Airport Layout Plan
- Staff requests approval of the presented grant contract extending the Airport Layout Plan grant for one year for the incorporation of the Operations Data Counter data.*
- This Contract 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.*
- This Contract was approved as recommended.**

k. Approval of grant contract for Obstruction Clearing Runway 8 and 26

In 2019, the City obtained a Lidar survey of the tree tops that lie within each property parcel and created a set of bid documents to remove the obstructions; however, for funding through TDOT Aeronautics, a separate environmental assessment was required, which was funded through a grant. The Environmental Assessment has now been prepared and is awaiting final FAA/TDOT Aeronautics approval. Staff requests approval of grant contract to continue the project with professional services for the tree obstruction clearing in the amount of \$14,425 with a local match of 5%.

This Contract was approved as recommended.

Bids/Purchases

l. Approval of purchase for Police Interview Room Camera System

The current Police Department interview room camera system is failing. Detective Tyrell Lorenz has received a quote, from sole-source provider CreekSide Consulting Team, for the purchase of the new CaseCracker Onyx Lite Standard system and related server/equipment, at the reduced amount of \$13,842.50. Chief Jessie Brooks has reviewed the quote and recommends purchasing the equipment out of the current Police Computers and Related Equipment budget line. No budget amendment will be required for this purchase.

This Bids/Purchases was approved as recommended.

m. Asphalt Delivered (Hot Mix) FY22-23

One bid was received for hot mix, and Street Supervisor Kevin Music recommends awarding the price contract to sole bidder, Rogers Group.

This Bids/Purchases was approved as recommended.

n. Asphalt Picked Up FY22-23

One bid was received for asphalt to be picked up, and Street Supervisor Kevin Music recommends awarding the price contract to sole bidder the Rogers Group.

This Bids/Purchases was approved as recommended.

o. Bulk Coarse Salt FY22-23

Street Supervisor Kevin Music reviewed the bids for bulk coarse salt and recommends awarding the price contract for FY22-23 to Cargill Inc., the low bidder.

This Bids/Purchases was approved as recommended.

p. Cold Milling FY22-23

Street Supervisor Kevin Music reviewed the bids for Cold Milling and recommends awarding the price contract to low bidder Roger Group.

This Bids/Purchases was approved as recommended.

- q. Cold Mix FY22-23
- Street Supervisor Kevin Music reviewed bids for Cold Mix and recommends awarding the price contract to low bidder Hudson Materials.*
- This Bids/Purchases was approved as recommended.**
- r. Crushed Stone FY22-23
- Street Supervisor Kevin Music reviewed Crushed Stone bids and recommends awarding the price contract to Rogers Group.*
- This Bids/Purchases was approved as recommended.**
- s. Street Striping FY22-23
- Street Supervisor Kevin Music reviewed the bids for Street Striping and recommends awarding the price contract to Volunteer Highway Supply.*
- This Bids/Purchases was approved as recommended.**
- t. Tires and Installation FY22-23
- Maintenance Department Supervisor Steve Powell recommends awarding the price contract for tires and installation to Shadden Tire, the sole bidder, for FY22-23.*
- This Bids/Purchases was approved as recommended.**
- u. Medical Screenings FY22-23
- Human Resources Director Leah Crockett reviewed bids for Medical Screenings and recommends awarding the price contract to Exacare LLC. The only other bidder appears to contract out services rather than actually providing them.*
- This Bids/Purchases was approved as recommended.**
- v. Police Uniforms FY22-23
- Police Chief Jessie Brooks reviewed the annual bids for police uniforms. Galls, LLC submitted the low bid for the most frequently ordered items. Chief Brooks recommends approval of the Galls, LLC bid for FY22-23.*
- This Bids/Purchases was approved as recommended.**
- w. Fire Uniforms FY22-23
- Fire Chief Chris South reviewed bids for Fire Department uniforms and recommends awarding the price contract to CMS Uniforms.*
- This Bids/Purchases was approved as recommended.**
- x. Water Treatment Chemicals FY22-23
- See attached bid tab.*
- This Bids/Purchases was approved as recommended.**

y. Pest Control FY22-23

The City Clerk has reviewed the annual bid for Pest Control and recommends awarding the price contract to the low bidder, Advanced Termite and Pest Control, for FY22-23.

This Bids/Purchases was approved as recommended.

z. Fertilizer FY22-23

Leisure Services Director Ethan Medley reviewed the bids for Parks and Rec fertilizer and recommends awarding the price contract for FY22-23 to the low bidder, Site One Landscape Supply.

This Bids/Purchases was approved as recommended.

aa. Grass seed FY 22-23

Leisure Services Department Director Ethan Medley reviewed the bids for grass seed and recommends awarding the price contract to the low bidder, Site One Landscape.

This Bids/Purchases was approved as recommended.

bb. Itron AMR Accessories

One bid was received for Itron AMR Accessories, and Water/Sewer Supervisor Billy Martin recommends awarding the price contract to United Systems & Software for FY22-23.

This Bids/Purchases was approved as recommended.

cc. Grinder Pumps FY22-23

The bids submitted by Fields Engineering for Liberty grinder pumps and by Water and Waste Equipment for Hydromatic grinder pumps are recommended for acceptance for fiscal year 22-23.

This Bids/Purchases was approved as recommended.

6. Other Business**a. Discussion regarding City Manager Performance Evaluation**

The City Council discussed the City Manager's recent evaluation.

This Evaluation was discussed.

b. Discussion regarding alcohol on City-owned property

There have been requests regarding alcohol on City property. A local business has requested to be permitted to serve wine at the Depot at an event for its customers, and a local business wishes to host an event and sell beer at the Amphitheatre. A policy and/or ordinance revision should be considered if the Council wishes to allow alcohol. Mayor Pro Tem Crawford suggested a DORA (Designated Outdoor Refreshment Area),

which is a specifically designated area that allows patrons to purchase alcoholic beverages from an establishment, and carry them within a clearly defined area within the City.

City Attorney Ridley suggested that the Council make a decision about whether or not to allow alcohol on City property, then if the Council decides to create a DORA, they should consider that as a separate issue.

The City's insurance carrier only sees an issue with alcohol if the City itself is serving or selling.

A motion was made by Mayor James Mayberry, seconded by Council Member Art Gernt, to allow alcohol on city-owned property that is within the City limits if they have licensed bartender, special events insurance policy, and apply for permit. The motion carried by the following vote:

Aye: 5 - Council Member Scot Shanks, Council Member Rob Harrison, Council Member Art Gernt, Mayor Pro-tem R.J. Crawford and Mayor James Mayberry

c. Discussion regarding appointment of members to Building Code Board of Appeals

Mayor Mayberry requested to have this item removed from the agenda to give the Council more time to find members willing to serve.

This Appointment was withdrawn from agenda.

d. Discussion and action regarding release of financial guarantee for Riverchase Subdivision Phase 3 water line extension

The waterline has been sufficiently tested for the City to accept the waterline. The Director of Engineering recommends approval of the release of the financial guarantee contingent on a release of liens from the Owner.

A motion was made by Mayor James Mayberry, seconded by Council Member Rob Harrison, to approve the release of the financial guarantee. The motion carried by the following vote:

Aye: 5 - Council Member Scot Shanks, Council Member Rob Harrison, Council Member Art Gernt, Mayor Pro-tem R.J. Crawford and Mayor James Mayberry

e. Discussion and action regarding agreement between Cumberland County EMS and Crossville Fire Department

Staff and the City Attorney request retroactive approval of the presented agreement regarding EMS and Crossville Fire Department, which is attached and made part of the minutes.

A motion was made by Mayor James Mayberry, seconded by Mayor Pro-tem R.J. Crawford, to approve agreement. The motion carried by the following vote:

Aye: 5 - Council Member Scot Shanks, Council Member Rob Harrison, Council Member Art Gernt, Mayor Pro-tem R.J. Crawford and Mayor James Mayberry

- f. Discussion and action regarding agreement between Cumberland County Board of Education and City of Crossville for repair and maintenance of U.S. Navy Jet
- Staff and the City Attorney request retroactive approval of the preseted agreement regarding the repair and maintenance of the Navy Jet at Cumberland County High School, which is attached and made part of the minutes.*
- A motion was made by Mayor Pro-tem R.J. Crawford, seconded by Council Member Scot Shanks, that this Approve agreement. The motion carried by the following vote:**
- Aye:** 5 - Council Member Scot Shanks, Council Member Rob Harrison, Council Member Art Gernt, Mayor Pro-tem R.J. Crawford and Mayor James Mayberry

7. City Attorney's Report

- a. City Attorney's Report-May 2022
- City Attorney Will Ridley reported that there have not been any lawsuits filed within the last thirty days.*
- This Report was received and filed.**

8. City Manager's Report

City Manager's Report - May 2022

City Manager Wood gave the monthly report on sales tax, wholesale beer tax, liquor inspection fees, and hotel occupancy tax. He also reported on activities within the police, fire, airport, and codes departments; as well as special projects, debt, grants, and water loss.

Mr. Wood announced that the Hilltopper bridge has been delivered and installed on the trail near Deerfield Road.

Mr. Wood also commented that the airport continues to see growth and that four high school students are eligible to take test to receive private pilot's license.

This Report was received and filed.

ADJOURNMENT

Mayor James Mayberry adjourned the meeting at 6: 32 p.m.