

City of Crossville

392 N. Main
Crossville, TN 38555



Minutes

Tuesday, July 13, 2021

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

BEER BOARD - 5:45 p.m.

Present: 4 - Council Member Scot Shanks, Council Member Rob Harrison, Mayor Pro-tem R.J. Crawford and Mayor James Mayberry

Absent: 1 - Council Member Art Gernt

1. Downtown Crossville, Inc.

An application has been received for a Special Events Permit from Downtown Crossville, Inc. for the Taste of Crossville. The event will be held September 9, 2021 on Main Street from Neecham to Fourth Street and Taylor Avenue from Thurman Avenue to Main Street between the hours of 3:00 p.m. and 9:00 p.m.

This Permit was approved as recommended.

Aye: 4 - Council Member Scot Shanks, Council Member Rob Harrison, Mayor Pro-tem R.J. Crawford and Mayor James Mayberry

Absent: 1 - Council Member Art Gernt

PUBLIC HEARING - 5:50 p.m.**1. Annexation Progress Report**

A public hearing is required to provide an update on the annexation and plan of services for Tax Map 99, Parcels 14.00 & 22.00 on Sparta Hwy.

All services have been provided as requested by the owner/developer.

There were not any public comments received.

This Public Hearing was received and filed.

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

The Crossville City Council met for its monthly meeting on Tuesday, July 13, 2021 at Crossville City Hall. Mayor James Mayberry was present and presiding. He called the meeting to order at 6:00 p.m.

Ralph Reagan, Bread of Life Rescue Mission, provided the invocation and the colors were presented by the Young Marines.

Present were City Manager Greg Wood, City Attorney Will Ridley, City Clerk Valerie Hale, Assistant City Clerk Malena Fisher, Lee Lawson, Ralph Reagan, Jessie Brooks, Scott Humphrey, Ethan Hadley, Darian Dykes, Gerry Geer, Danny Thurman, Steve Prudhomme, Fred Houston, Levonn Hubbard, and Ashley Richards.

Present: 4 - Council Member Scot Shanks, Council Member Rob Harrison, Mayor Pro-tem R.J. Crawford and Mayor James Mayberry

Absent: 1 - Council Member Art Gernt

Roll Call

1. Proclamations/Presentations-NONE

2. Public Comment

Gerry Geer, 406 Hollytree Drive, spoke to the Council regarding a neighbor placing traffic cones on the road in front of their home, establishing a self-created no parking zone. The cones have been there for 10 months. He explained he had spoken to the homeowner, without results, and asked the Council to resolve the issue.

The Mayor advised him that the City Manager would look into the issue.

3. Appointments

a. Health and Educational Facilities Board

A motion was made by Council Member Rob Harrison, seconded by Council Member Scot Shanks, to appoint Travis Isaacson to the Health and Educational Facilities Board, completing Dr. Jack Clark's term. The motion carried by the following vote:

Aye: 4 - Council Member Scot Shanks, Council Member Rob Harrison, Mayor Pro-tem R.J. Crawford and Mayor James Mayberry

Absent: 1 - Council Member Art Gernt

4. Chamber of Commerce Report

Ethan Hadley provided a report from the Crossville-Cumberland County Chamber of Commerce.

Whisper Aero officially announced the opening of their headquarters in Crossville. Whisper Aero is a company created by Mark Moore, a former Uber Elevate executive and NASA engineer, that is working to create an electric thruster concept to reduce audio levels for electric aviation, such as air taxis. This technology can also be used in tools such as leaf blowers. The project is a 7.5 million dollar project funded by outside investors and Mr. Moore bought the Mariners Pointe resort to house the headquarters.

Mr. Hadley also reported there have been over 3,000 unique social media views within the last few weeks regarding Buc-ee's & Whisper Aero.

He announced the Chamber's 60th anniversary celebration at the Depot on July 22 and the annual Chamber meeting on October 7.

The Visitor's Center had over 600 visitors last month.

The opening of the Meadow Park Lake Disc Golf Course is expected in October.

5. Consent Agenda

Approval of the Consent Agenda

Council members Shanks and Harrison emphasized that the consent agenda items have been thoroughly discussed at the recent work session and invited all members of the public to attend the monthly work session on the first Tuesday of the month.

A motion was made by Council Member Scot Shanks , seconded by Council Member Rob Harrison, to approve Items 5 A-R of the Consent Agenda. The motion carried by the following vote:

Aye: 4 - Council Member Scot Shanks, Council Member Rob Harrison, Mayor Pro-tem R.J. Crawford and Mayor James Mayberry

Absent: 1 - Council Member Art Gernt

- a. Approval of minutes (06/08)

The Minutes were approved as recommended.

Ordinances on Third Reading

- b. Ordinance amending FY 20-21 Budget Indoor Recreation Facility Property

An amendment in the amount of \$594,000 is necessary for the property acquisition for the Indoor Recreation Facility.

This Ordinance was adopted on third reading.

Ordinances on Second Reading

- c. Ordinance amending Title 7 &12, Building, Fire, Utility, etc. Codes

The Codes Department requests revisions to Titles 7 & 12 of the Crossville Municipal Code, which would change the International Building Code from 2012 to 2018. This would also result in an increase in fees.

This Ordinance was approved on second reading.

- d. Ordinance Amending FY 20-21 Budget End of Year Adjustments

The budget must be equal to or be greater than the actual expenditures at the end of the year. These amendments are to bring the budget up to the actual expenditures in these departments.

This Ordinance was approved on second reading.

Additional Consent Items

- e. Approval to update Master Recreation Plan

It is necessary to update the Master Recreation Plan for the LPRF 2020 grant

application.

This Resolution was approved as recommended.

f. Approval of hangar rate increase

The Airport Committee has completed a hangar rent study. Eighteen airports were contacted with in depth information obtained from 12 in addition to Crossville. Some major points included: There are no empty hangar spaces for general aviation, Crossville is priced well below market, Crossville's lease is lacking in areas addressed by many other airports. They found that other airports did not charge a security deposit, key or cleaning fee.

Based on the information provided, the Committee recommends that rates on all the hangars except the \$250 hangars be raised \$15 a month each of the next three years. Since the \$250 hangars were closer to market rate, the increase for those hangars was recommended \$10 a month, each of the next three years.

The Committee further agreed that the Crossville Airport lease was lacking in many aspects. The FBO is going to obtain several other examples and additional recommendations will be made to the City Council following review and discussion of the best aspects of other leases.

This Resolution was approved as recommended.

g. Approval of Debt Policy

The City Debt Policy needs to be reviewed and accepted each year.

This Policy was approved as recommended.

h. Approval of contracts with Community Development Partners for administrative services on the SRF Meadow Park Lake Water and Wastewater improvements

At the request of the City, Community Development Partners is preparing to submit an application for funding of the Meadow Park Lake water and wastewater improvements. Contracts should be approved with CDP to provide the administrative services required through SRF. RFPs were sent out to solicit firms and Community Development Partners was the only submission received.

The contracts are in the amount of \$40,000 for Wastewater Improvements (Clean Water Loan) and \$30,000 for Water Improvements (Drinking Water Loan).

These Contracts were approved as recommended.

i. Approval of contact amendment with Community Development Partners, LLC for 2018 TDOT TAP Grant

Additional administrative services are required to acquire additional easements for the downtown sidewalk project. Easements were purchased previously for the project, but TDOT is requiring that they be re-acquired due to a change in the project, most specifically the project number listed on the easement document. The additional services include assistance in securing 34 permanent and construction easements, compiling case files, and final submission to ROW Division.

An additional \$5,000 is requested in the amendment.

This Contract was approved as recommended.

j. Approval of Three Star Grant application filing

The Department of Economic & Community Development has designated Cumberland County/Crossville a Three Star community and eligible to apply for grant funding of up to \$50,000 in a two-year period for one of the community's three S.M.A.R.T. goals. The JECDB is responsible for making the decision on how the funds will be spent and approved the goals for the next two years at its June 7 meeting. The JECDB is requesting the City to file the grant application and to receive and administer grant funds on its behalf.

This Contract was approved as recommended.

k. Approval of contract with Flynn Sign Co. Inc.

The City Manager proposes a contract for advertising with Flynn Sign Co. Inc. in the amount of \$900 per month. This includes one full digital billboard spot with the location being based on availability and the City's needs and requests. It also includes ½ spot on S. Main Street across from Cumberland Medical Center.

This Contract was approved as recommended.

Bids/Purchases

l. Publications FY21-22 and 22-23

One bid was received for Publications. This is a two-year contract, and the City Clerk recommends awarding the price contract to sole bidder Crossville Chronicle.

This Bids/Purchases was approved as recommended.

m. Approval to purchase Miox Generation Units

The Water Resources Department requests to replace two Miox M4 Mixed Oxidant Generation Units at Meadowpark Water Plant for \$112,700 each. This is a sole source item and the supervisor approves the quote. The company has stated that they will honor the quote from 2020. This is a budgeted item.

This Bids/Purchases was approved as recommended.

n. Approval to continue purchase order for bypass pumping

Veolia requests approval of bypass pumping in excess of \$5,000 to Wascon. The original purchase order was not expected to be over \$5,000; however, parts for the pump repairs at Little Obed Pump Station have been delayed, requiring bypass pumping as a backup for environmental protection.

This Bids/Purchases was approved as recommended.

o. Uniforms FY21-24

The Public Works Department reviewed the bids for Uniforms and recommends awarding the price contract to Aramark. This is a three-year contract.

This Bids/Purchases was approved as recommended.

p. 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 Bids/Purchases was approved as recommended.

q. Approval to purchase Flow Meters

Bids were received June 22 for flow meters for the Waste Water Treatment Plant. Two bids were received and Staff recommends accepting the low bid from Kazmier & Associates.

This Bids/Purchases was approved as recommended.

r. Approval of Emergency Purchase of Homa Pump for Housing Authority North Lift Station

Veolia requests approval of the emergency purchase of a pump for the North Lift Station at Crossville Housing Authority due to pump failure. The station was left with only one pump working.

This Bids/Purchases was approved as recommended.

6. Other Business

a. Discussion and action regarding Airport Obstruction Removal

Bids were solicited twice for tree obstruction removal for the airport glide slope. One bid was received from the second bid-letting. It is for a total of \$381,985. The City can opt to apply for a grant, which would take approximately 24 months to complete the entire project with the first year, after grant award, being utilized for required environmental work. This would affect the Airport Layout Plan for the next two years; however, these grants typically cover 95 percent of the cost. Applying for the grant would require letting the project for bid again at a later date according to grant parameters and could possibly garner no bids.

A motion was made by Council Member Scot Shanks, seconded by Council Member Rob Harrison, to apply for a grant (95/5) from TDOT Aeronautics to complete the airport obstruction project. The motion carried by the following vote:

Aye: 4 - Council Member Scot Shanks, Council Member Rob Harrison, Mayor Pro-tem R.J. Crawford and Mayor James Mayberry

Absent: 1 - Council Member Art Gernt

b. Discussion and action regarding Indoor Recreation Facility Property

City Council previously approved the purchase of property on Webb Avenue for the

location of an indoor recreation facility. At that time, the Council discussed that the property might not be the best location and was still interested in property on Main Street.

Also, previously the City applied for an LPRF grant for the purchase of property on Main Street, which has been sold since the application was filed; however, the application can be revised. The grant application is for \$1,000,000 with a 50% match by the City.

Council member Harrison related that he prefers Main St. property for economic development purposes and the Webb Ave. property can be sold easily. He also emphasized he is not committed to building an indoor recreation facility, but having property gives the City chance to explore options.

It was agreed that the City Manager is authorized to revise the application to reflect the properties on Main Street. These properties are identified as 100N-A-5.00, 9.00, 9.01, and 10.00.

A motion was made by Council Member Scot Shanks, seconded by Council Member Rob Harrison, to authorize the City attorney to begin negotiations for the Main Street properties and report back to Council for approval. The motion carried by the following vote:

Aye: 4 - Council Member Scot Shanks, Council Member Rob Harrison, Mayor Pro-tem R.J. Crawford and Mayor James Mayberry

Absent: 1 - Council Member Art Gernt

7. City Attorney's Report

The City Attorney reported that there have not been any new lawsuits filed since his last report.

a. City Attorney's Report-July 2021

The City Attorney discussed preparation for the Cantrell vs. City of Crossville case. He indicated that it is necessary to hire outside Counsel to assist with the case due to the amount of time and coordination that will be required for the case and the large number of depositions that will be required. Mr. Ridley presented an engagement letter from the firm and recommended that the City hire Moore, Rader, Fitzpatrick and York, P.C. to represent the City. The lead attorneys will be Danny Rader and Lane Moore. The rate will be \$325/hour plus all out of pocket expenses.

A motion was made by Mayor James Mayberry, seconded by Council Member Rob Harrison, hire Moore, Rader, Fitzpatrick and York, P.C. to take over the lawsuit filed by Cantrell Construction Company. The motion carried by the following vote:

Aye: 4 - Council Member Scot Shanks, Council Member Rob Harrison, Mayor Pro-tem R.J. Crawford and Mayor James Mayberry

Absent: 1 - Council Member Art Gernt

Mr. Ridley discussed that he has been having ongoing discussions with Bojangles/J & P Family, LLC regarding reaching an agreement for the repair of a storm sewer collapse on the property where Bojangles is located. Part of the collapse is on City ROW and the other part is on private property. An agreement has been proposed that

would allow for the repair of the system. It is estimated that \$20,000 of the damage is on City property. The company has gotten a quote from a private contractor in the amount of \$34,550.

A motion was made by Council Member Rob Harrison, seconded by Council Member Scot Shanks, to authorize the City to reimburse an amount not to exceed, \$20,000 for the repair of public property where collapse occurred. The motion carried by the following vote:

Aye: 4 - Council Member Scot Shanks, Council Member Rob Harrison, Mayor Pro-tem R.J. Crawford and Mayor James Mayberry

Absent: 1 - Council Member Art Gernt

8. City Manager's Report

a. City Manager's Report - July 2021

City Manager Greg Wood gave the monthly revenue report for sales tax, wholesale beer, retail liquor, and hotel occupancy tax. He also presented reports on monthly police and fire statistics, water loss, building permits, monthly utility maintenance report, monthly report from the FBO, special projects, bonded debt, and grants.

He noted that the Hotel Occupancy tax received is above pre-COVID levels.

Mr. Wood also noted that the Golf Court Townhomes sewer project is underway and they should be online in September or October.

This Report was received and filed.

ADJOURNMENT

The meeting adjourned at 6:44 p.m.