

City of Crossville

392 N. Main
Crossville, TN 38555



Minutes

Tuesday, August 14, 2018

6:00 PM

Council Chambers

City Council

Mayor James Mayberry
Mayor Pro-Tem J. H. Graham, III
Council Member Pamala Harris
Council Member Scot Shanks
Council Member Danny Wyatt
City Manager Greg Wood
City Clerk Valerie Hale

BEER BOARD - 5:45 p.m.

Present: 4 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris and Mayor James Mayberry

Absent: 1 - Council Member Scot Shanks

1. Christy's Pub Grub

An application has been received for an on and off premises beer permit from Christina Troyano for Christy's Pub Grub located at 69 S. Main Street in Crossville.

A motion was made by Mayor Pro-tem J. H. Graham, seconded by Council Member Pamala Harris, that the on and off premises permit for Christy's Pub Grub located at 69 S. Main Street be approved. The motion carried by the following vote:

Aye: 4 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris and Mayor James Mayberry

Absent: 1 - Council Member Scot Shanks

2. Citgo Route 70 Market

An application has been received for an off premises beer permit from Tanushree Taylor for Citgo Route 70 Market located at 822 Sparta Hwy in Crossville

A motion was made by Council Member Danny Wyatt, seconded by Mayor James Mayberry, that the off-premises beer permit be approved for Citgo Route 70 Market located at 822 Sparta Highway contingent upon the sale of the business to the beer permit applicant. The motion carried by the following vote:

Aye: 4 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris and Mayor James Mayberry

Absent: 1 - Council Member Scot Shanks

SOLICITATION BOARD - 5:55 p.m.

Present: 4 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris and Mayor James Mayberry

Absent: 1 - Council Member Scot Shanks

1. United Fund of Cumberland County

An application for a Solicitation Permit has been filed by the United Fund of Cumberland County. They are beginning their fundraising campaign to assist 36 different 501(c)3 organizations in the community.

A motion was made by Mayor Pro-tem J. H. Graham, seconded by Council Member Danny Wyatt, that the solicitation permit for United Fund's 2018-19 fundraising campaign be approved. The motion carried by the following vote:

Aye: 4 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris and Mayor James Mayberry

Absent: 1 - Council Member Scot Shanks

2. CWC Music

An application for a Solicitation Permit has been filed by CWC Music. They are beginning their fundraising campaign to assist veterans. This entity is currently in the process of applying to become a 501(c)(3).

The application was not considered due to lack of financial information. Once that is submitted, the application can be considered at a later date.

This solicitation permit request was deferred.

REGULAR MEETING - 6:00 p.m.

The City Council for the City of Crossville held its regular meeting on Tuesday, August 14, 2018 at Crossville City Hall.

Call to Order

Mayor James Mayberry was present and presiding. He called the meeting to order at 6:00 p.m.

Steven Pickard of Faith Assembly of God provided the invocation. The Young Marines presented the colors and led the Pledge of Allegiance.

Roll Call

Present: 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, 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, Scott Humphrey, Kyle Turner, Gary Nelson, Jim Young, Steven Pickard, Bobby McCulley, Carrie Waxler, Jeff Johnson, Remte Memuet, Chris Bennett, Mike Turner, David Brockway, Rod Shoap, Cliff Wightman, Steve Powell, David Edward, Costanza Biancoarosa, Olivia Billups, Bill Prather, Jeanne Grieb, Rob Harrison, Levonn Hubbard, Fred Houston, Tim Begley, Leah Crockett, and Clark Annis.

1. Proclamations/Presentations-NONE

There were no presentations made.

2. Public Comment

There were no comments from the public.

3. Appointments

a. City Manager's appointment to Personnel Board

The term of the City Manager's appointment to the Personnel Board is expiring. City Manager Greg Wood is appointing Levonn Hubbard to a five-year term. Mr. Hubbard has agreed to the appointment.

This Appointment was announced.

4. Consent Agenda

Approval of the Consent Agenda

A motion was made by Mayor Pro-tem J. H. Graham , seconded by Council Member Pamala Harris, to approve the Consent Agenda Items A-L. The motion carried by the following vote:

Aye: 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, Council Member Scot Shanks and Mayor James Mayberry

a. Approval of minutes (07/02,07/10,07/17)

Approval of minutes (07/02,07/10,07/17)

The Minutes were approved as recommended.

Ordinances on Second Reading

b. Ordinance Amending FY 18-19 Budget Fair Park Senior Center van

The Fair Park Senior Center previously approached City Council regarding the purchase of a new van. The organization secured \$20,000 in private donations toward the purchase. The balance needed for the van is \$13,491. Council agreed to fund half of the remaining balance.

This Ordinance was approved on second reading.

c. Ordinance Amending FY 18-19 Budget Garrison Park

The City of Crossville received bids for Garrison Park Bid Set #2. The lowest bid was submitted by Freitag Construction Company, Inc. at a base amount of \$554,400 with an additive option of \$12,000 to include a standing seam metal roof on the rest room facility. This bid set included all work associated with the development of the project with the exception of the splash pad and playground equipment and installation. To complete the project, a budget amendment is requested for approximately \$200,000.

This Ordinance was approved on second reading.

Ordinances on First Reading

- d.** Ordinance closing an undeveloped right-of-way for Cooper, Sherrill, and Hooie
- The property owners along the portion of unimproved ROW near LeeJune street have had the area surveyed and come to an agreement on how it is to be split. See attached map. Mr. Cooper and Dr. Hooie had an agreement to allow Mr. Cooper to obtain all of the other portion in the area, a 22 foot wide unimproved ROW between their properties.*
- Planning Commission met on 07/19/2018 and recommended approval of right-of-way closure.*
- This Ordinance was approved on first reading.**
- e.** Ordinance closing an undeveloped right-of-way for TCAT and Cumberland Good Samaritans
- TCAT has requested the unimproved alleyway between two properties along Miller Avenue be closed for a future expansion project. The other property owner that would be affected is Cumberland Good Samaritans. The property owners have been contacted and no opposition has been received by the city staff.*
- Planning Commission met on 07/19/2018 and recommended closing the unimproved ROW by standard method, which would be dividing the alleyway down the middle with each half being joined to the adjacent property.*
- This Ordinance was approved on first reading.**
- f.** Ordinance amending Crossville Municipal Code 11-603 regarding Shooting Galleries
- The current code states "no license shall be granted to any person other than a county resident for at least one year preceding the application and a qualified voter in Cumberland County." This has been brought to the attention of City staff by the new owner of the business formerly known as Dave's Pawn Shop and request is being made to amend the code to allow out of county residents/voters to own and/or operate a shooting gallery.*
- This Ordinance was approved on first reading.**

Additional Consent Items

- g.** Approval to adopt Crossville/Cumberland County Hazard Mitigation Plan
- The Crossville/Cumberland County Emergency Agency is requesting that the City adopt the Hazard Mitigation Plan.*
- This Resolution was approved as recommended.**
- h.** Approval for donation to Friends of the Trails and construction of trails
- John Conrad gave a presentation on the status of the trails he's coordinating within the*

City of Crossville during the recent work session. He requests the following:

- 1) Permission to build 0.6 mile Maryetta Trail along the Obed River on City Property.
- 2) City make \$10,000 donation to Friends of the Trails to cover cost of the Maryetta Trail plus other future work by Friends of the Trails.
- 3) City Attorney be permitted to assist in preparing legal agreements between Friends of the Trails and property owners to allow trail construction to proceed before precise surveyed easements are in place.
- 4) City work with TDOT to construct a short section of trail under Hwy 127 along Little Obed River.
- 5) Permission to make a trailhead on the property designated for Fire Station #3 on Sparta Hwy to give residents from the Kingsgate Subdivision access to the St. Raphael Church trail and provide alternate parking away from the church.

This request was approved as recommended.

- i. Approval of temporary street closings (Main Street from Taylor Avenue to East First Street) for Scarecrow Festival October 13, 10:00 a.m.-2:00 p.m.

A request has been received from Life Care Center for temporary street closures for their 5th Annual Scarecrow Festival on October 13 from 10:00 a.m. to 2:00 p.m. They are also incorporating the Alzheimer's TN Walk into the event.

The request is for Main Street to be closed down from Taylor Avenue to East First Street.

This Permit was approved as recommended.

- j. Approval of temporary street closings for Walk for Freedom

A request has been received from Emalee Breeding for temporary street closures/police escort for a silent walk entitled "Walk For Freedom" on October 20 from 9 a.m. to 11:00 a.m. Ms. Breeding requests the use of one side of Main Street from Lantana Road to Livingston Road.

This Permit was approved as recommended.

- k. Approval of temporary street closing for CCHS Homecoming Parade

Approval has been requested for temporary street closings for the CCHS Homecoming Parade on Thursday, September 6. The parade will start at the CCHS stadium at 5:30 p.m.

This Permit was approved as recommended.

- l. Approval of contract for Three Star Grant

On April 10, 2018, the Crossville City Council approved filing application, receiving and administering funds on behalf of JECDB for the Three Star grant. The State of Tennessee is requesting approval of the attached contract. It is a 100% grant and

application was made to address the Public Safety and Health pillars by purchasing a trailer for the Cumberland County Sheriff's office for public education on the prescription drug abuse dangers.

This Contract was approved as recommended.

Additional Consent Items

A motion was made by Council Member Scot Shanks, seconded by Mayor James Mayberry, to approve Consent Agenda Items M-T. The motion carried by the following vote:

Aye: 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, Council Member Scot Shanks and Mayor James Mayberry

Bids/Purchases

m. Approval to purchase a Cellebrite System & Training

The Cellebrite System is a computer based evidence collection program used for the retrieval and collection of digital evidence from cell phones and similar electronic devices. The collected evidence will be used for the prosecution of illegal activities. The Cellebrite System was recommended by the Tennessee Bureau of Investigation as a sole-source investigation tool for the narcotics and detective division of the Crossville Police Department. The Detective Captain has obtained a quote from Cellebrite Inc. for this computer system. The City Manager has reviewed the quote and recommends purchasing the Cellebrite System. This equipment purchase was budgeted and approved in the 2018-2019 annual budget and will be funded via the Drug Fund.

This Purchase was approved as recommended.

n. Approval to purchase Safariland Body Armor w/Outer Carrier and Rifle plates

These Safariland Body Armor vests with outer carriers and rifle plates are to be issued to Crossville Police Department officers. They are designed to be available for quick deployment in emergency situations (i.e. Active Shooter) and are equipped with protective rifle plates for greater protection. GT Distributors, Inc is a Tennessee State bid contractor for ballistic vests. The Administrative Captain has obtained two quotes from GT Distributors Inc. for these ballistic vests, one for office staff/detectives and one for the patrol division. This equipment purchase was budgeted and approved in the 2018-2019 annual budget.

This Purchase was approved as recommended.

o. Approval to purchase 2019 Chevy Silverado 1500 LD - Parks & Recreation

The Parks and Recreation Director has received a quote from Wilson Co. Motors for a 2019 Chevy Silverado Dbl. Cab 4x4. Wilson Co. Motors is on contract with the State of TN. State bid price for the truck is \$26,195.80. This truck is approved in the 2018/2019 budget to replace unit 702.

This Purchase was approved as recommended.

- p. Approval to purchase new Elbeco Reflex Rip-Stop Police Uniforms

These Elbeco Reflex Rip-Stop Police Uniforms are to be issued to Crossville Police Department officers. They are designed to have a longer service life, provide UV protection, water resistance and better fire protection. CMS Uniforms has our City bid for uniform purchases. The Administrative Captain has obtained a quote from CMS Uniforms for these uniforms. This uniform purchase was budgeted and approved in the 2018-2019 annual budget.

This Purchase was approved as recommended.

- q. Approval of reimbursement to Veolia Water for maintenance expense overage

Veolia is requesting reimbursement for maintenance expense overage above annual maintenance and repair limit account (per Operations, Maintenance, and Management Services Agreement) in the amount of \$23,463.88 for the FY 17-18.

The maintenance limit account has been at \$35,000 annually since 1992. The agreement provides for a rebate in the event that the actual amount is less than \$35,000 or reimbursement of maintenance costs over \$35,000.

This Purchase was approved as recommended.

- r. Approval to purchase Two (2) Medium Duty Dump Trucks-Street Department

The Street Department supervisor has received bids for two (2) new medium duty dump trucks with 14' beds. Bid price per truck is \$89,900, and the total purchase price for both trucks is \$179,800. The Street supervisor has reviewed all quotes submitted and recommends purchasing the trucks from Ted Russell Ford in Knoxville, TN.

This Purchase was approved as recommended.

- s. Approval to purchase a 4X4 tractor w/heat, A/C and loader for Maintenance Department and declare the trade-in tractor as surplus property

Bids were accepted bids for a new 100 HP 4X4 tractor w/Heat, A/C and loader. After reviewing all bids received, the Maintenance Department supervisor recommends purchasing the tractor from Mountain Farm International for a purchase price of \$33,500 after trade-in. This item was budgeted for and approved in the 2018-2019 fiscal year budget.

This Purchase was approved as recommended.

- t. Approval to purchase sludge return pump

Veolia is requesting permission to purchase a sludge return pump from a sole source provider, Wascon Sales and Service, in the amount of \$20,437.80. The current pumps in service have been repaired or rebuilt numerous times and are critical to plant operations. Delivery is expected to take 4-6 weeks.

This Purchase was approved as recommended.

5. Other Business**a. Approval to purchase meters for Catoosa Department**

Catoosa Department is requesting to purchase meters that will be used mostly for the installation of new taps. The reason for the large volume is Master Meter has a Loyalty Program that allows for the return of a meter register that is between 10 and 12 years old that is out of warranty for a new meter at a reduced rate. The savings in this program is \$35.16 per meter. There are currently 96 on hand that will no longer qualify for this program at the end of August, for a total expenditure of \$13,817.28.

A motion was made by Mayor Pro-tem J. H. Graham, seconded by Council Member Danny Wyatt, that the request to purchase meters for the Catoosa Department be approved. The motion carried by the following vote:

Aye: 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, Council Member Scot Shanks and Mayor James Mayberry

b. Approval to purchase 2019 Chevy Silverado 1500 4WD Crew Cab Truck

The Catoosa Department Supervisor has received a quote from Wilson Co. Motors for a 2019 Chevy Silverado 4WD Crew Cab. Wilson Co. Motors is on contract with the State of TN. State bid price for the truck is \$30,403.10. This truck is approved in the 2018/2019 budget.

A motion was made by Council Member Pamala Harris, seconded by Council Member Scot Shanks, to approve the purchase of 2019 Chevy Silverado for Catoosa Department. The motion carried by the following vote:

Aye: 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, Council Member Scot Shanks and Mayor James Mayberry

c. Discussion and action on CCC E911 Dispatch Position

Cumberland County Finance Committee agreed to fund a dispatch position at the dispatch center contingent upon approval by the Crossville City Council to also fund a position. The director of CCC is requesting approval by the City Council for the position.

Mayor Pro Tem Graham questioned the need due to the recent numbers for 2017-2018. He evaluated 6 month totals for 2017-2018 and the County is up 12%, and the City is down 3%. Out of approximately 60,000 calls already received in 2018, the County has had 37,804 and the City has had 20,088.

Mr. Shoap explained that 4 radio positions are needed at the dispatch center. Each entity needs its own dispatcher-City of Crossville, Police Department, Cumberland County Sheriff's Office, EMS, and Fire departments. Professional standards call for 6 positions for current demographics and population.

Mr. Shoap commented that the benefits being received are by the citizens, police officers, fire and medical personnel.

A motion was made by Council Member Danny Wyatt, seconded by Council

Member Pamala Harris to give City Attorney and City Manager 30-45 days to continue discussions with CCC and County Mayor then re-evaluate in September. The motion carried by the following vote:

Aye: 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, Council Member Scot Shanks and Mayor James Mayberry

d. Discussion and action on Pickleball Courts at Centennial Park

Council member Shanks led a discussion regarding conversion of tennis courts to pickleball courts. Preliminary estimates to resurface and stripe two tennis courts are as follows:

- \$22,000 to resurface only
- \$30,000 includes resurface entire area, restripe 1 tennis, stripe 4 pickleball including nets and posts
- \$35,000 includes resurface entire area, stripe 8 pickleball including nets and posts
- \$40,000 includes resurface entire area, stripe 8 pickleball including nets and posts and install fence or soft netting and windscreens

Council member Harris is in favor of the courts; however, requested to retain one tennis court.

Council member Shanks stated that there are many available tennis courts throughout the county. There are 8 at CCHS, 6 at SMHS, 3 at Cumberland Mountain State Park, 1 at Homestead Elementary.

Resurfacing will need to be done next year anyway. (\$22,000)

Mayor Pro Tem Graham stated that he had been contacted by Eddie Liskovec regarding pickleball and he indicated we have enough tennis courts throughout the county and need all the courts at Centennial Park for pickleball.

Council member Wyatt reminded the Council that in the Master Recreation plan, pickleball was ranked 7th out of 8 by those surveyed. He suggested using only half of the courts at Centennial Park and if a tournament is held, use courts at Fairfield Glade to accommodate all of the participants.

A motion was made by Council Member Scot Shanks, seconded by Council Member Pamala Harris, to convert two tennis courts in Centennial Park to 8 pickleball courts with budget amendment of \$40,000. The motion carried by the following vote:

Aye: 4 - Mayor Pro-tem J. H. Graham, Council Member Pamala Harris, Council Member Scot Shanks and Mayor James Mayberry

Nay: 1 - Council Member Danny Wyatt

e. Discussion and action on Holiday Lake water level and maintenance procedures

A policy for water levels and maintenance procedures needs to be updated.

The City Manager is requesting clear procedures on communicating with property owners in the policy.

There were no comments reported from TDEC regarding the matter.

A motion was made by Mayor James Mayberry, seconded by Council Member Danny Wyatt, to approve policy as presented by the City Manager with the following additional specifications:

On an annual basis during the month of April, the City Council will review the policy to drop lake level no more than 4 ft. for property maintenance during the months of October, November and December (ending no later than February) assuring there is no conflict with Lake Tansi lake level procedures. This will be effective October 2018. The motion carried by the following vote:

Aye: 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, Council Member Scot Shanks and Mayor James Mayberry

f. Discussion and action on application to AARP Network of Age-Friendly Communities

Based on information provided at the TML Conference and follow up information provided by AARP, Mayor Pro Tem Graham believes Crossville would be a good candidate for application to AARP's program, Age Friendly Communities. Mr. Wood has contacted the regional coordinator and he stated the City has already completed phase one and two of the program through The Horizon Initiative. There are no costs associated with the application.

Membership in the network reflects that a community's elected leadership has made the commitment to actively work toward making their city a great place for people of all ages.

Benefits of the free membership are:

- *Access to global network of participating communities, as well as aging and civil society experts*
- *Access to key information about the program, such as the latest news and information about best practices, events, results, challenges, and new initiatives*
- *Opportunities for partnerships with other cities, both domestic and international*
- *Mentoring and peer review evaluation by member cities*
- *Public recognition of the community commitment to become more age-friendly*
- *Speaking engagements at conferences and events hosted by AARP and promotion through AARP's media channels.*

Representatives from AARP will be in Crossville on Friday, August 17 at 1 p.m. in City Hall Conference Room 317 to discuss the application process. The meeting is open to the public.

A motion was made by Mayor Pro-tem J. H. Graham, seconded by Council Member Pamala Harris, that the city enter into application process with AARP to become an "Age friendly Community." The motion carried by the following vote:

Aye: 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, Council Member Scot Shanks and Mayor James Mayberry

g. Discussion and action on three-year agreements for sponsorships of the Tennessee Senior Men's Open and the Tennessee Women's Open

The Tennessee Golf Association and the Tennessee Section of the PGA have a three-year agreement with the City of Crossville for sponsorship of the Tennessee Women's Open and the Tennessee Senior Men's Open which runs through 2019. The entities are requesting an extension through 2022. The funding will remain the same for the three-year agreement, which is \$25,000 per year for each tournament. Both of these tournaments are played at Stonehenge Golf Club.

A motion was made by Mayor Pro-tem J. H. Graham, seconded by Council Member Pamala Harris, that this request be approved for an extension of the agreement with the Tennessee Golf Association and the Tennessee Section of the PGA for sponsorship of the Tennessee Senior Men's Open and the Tennessee Women's Open through 2022. The motion carried by the following vote:

Aye: 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, Council Member Scot Shanks and Mayor James Mayberry

6. City Attorney's Report

City Attorney's Report

The City Attorney reported that no new lawsuits have been filed within the past month. He also reported that the cases regarding Rod Shoap and Jesse Kerley have been dismissed in the summary judgment stage in Federal Court. He informed the City Council that an agreement has been reached with Norris Brothers in reference to the Holiday Drive and Old Lantana waterline project. The City of Crossville settled with Norris Brothers for zero dollars. Initially, Norris Brothers was demanding \$200,000-\$400,000 and the City of Crossville was demanding \$800,000. The City Attorney requested that the Council approve a mutual release agreement.

A motion was made by Mayor Pro-tem J. H. Graham, seconded by Council Member Scot Shanks, that based upon the recommendation of the City Attorney, authorization is granted to sign necessary documents for settlement of the issue. The motion carried by the following vote:

Aye: 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, Council Member Scot Shanks and Mayor James Mayberry

7. City Manager's Report

City Manager's Report

City Manager Wood presented the monthly revenue reports on local option sales tax, wholesale beer, retail liquor inspection fees, police & fire statistics, water loss, building permits, special projects, bonded debts, grants, and the Chamber of Commerce Scorecard.

Mr. Wood reported that the pre-construction meeting for Garrison Park was held and construction should begin on August 20.

The City of Crossville was awarded CDBG grant in the amount of \$525,000 for sewer rehabilitation projects.

The City of Crossville was also awarded TAP grant from TDOT for \$1.3 million for downtown sidewalks.

A motion was made by Mayor Pro-tem J. H. Graham, seconded by Council Member Pamala Harris, to amend FY18-19 budget to include the \$1.3 million grant for sidewalks and other capital items, plus \$290,000 and 10% for the street lights to be added to the sidewalk capital project, which is \$324,500. The motion carried by the following vote:

Aye: 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, Council Member Scot Shanks and Mayor James Mayberry

ADJOURNMENT

With no further business to discuss, the meeting adjourned at 6:52 P.M.