

# City of Crossville

392 N. Main  
Crossville, TN 38555



## Minutes

Tuesday, November 9, 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 - 5:15 p.m.**

*The Crossville Beer Board met on November 9, 2021 at Crossville City Hall. Mayor James Mayberry was present and presiding. He called the meeting to order at 5:45 p.m.*

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

**1. Vegas Steakhouse**

*This restaurant was cited by the Police Department on a violation of §8-212(F) for selling beer to persons under the age of 21 on September 23, 2021.*

*If found guilty of the charge, the Beer Board may choose to revoke or suspend the beer permit, or provide an alternative of paying a civil penalty not to exceed \$2,500 for the offense. If the permit is revoked, no new beer permit can be issued to that location for one (1) year.*

*City Attorney Will Ridley and Detective Jon Tollett presented information to the Beer Board about the recent violation.*

*The owner of the restaurant, Nick Canelles, was present and addressed the Council. He stated this was the first violation in the 34 years he had been in business and that without doubt the server made an error. Mr. Canelles asked the Council to consider his track record when determining the penalty.*

*Council member Shanks arrived at 5:26 p.m.*

**A motion was made by Council Member Art Gernt, seconded by Council Member Rob Harrison, to penalize the restaurant \$500. The motion carried by the following vote:**

**Aye:** 4 - Council Member Rob Harrison, Council Member Art Gernt, Mayor Pro-tem R.J. Crawford and Mayor James Mayberry

**Abstain:** 1 - Council Member Scot Shanks

**2. Hi Tokyo Steakhouse**

*This restaurant was cited by the Police Department on a violation of §8-212(F) for selling beer to persons under the age of 21 on September 23, 2021.*

*If found guilty of the charge, the Beer Board may choose to revoke or suspend the beer permit, or provide an alternative of paying a civil penalty not to exceed \$2,500 for the offense. If the permit is revoked, no new beer permit can be issued to that location for one (1) year.*

*City Attorney Will Ridley and Detective Jon Tollett presented information to the Beer Board about the recent violation.*

*The server, Xin Xing Chen, was present and addressed the Council. Ms. Chen stated she had made a mistake due to poor lighting.*

**A motion was made by Council Member Rob Harrison, seconded by Council**

**Member Scot Shanks, to penalize the restaurant \$500. 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

**PUBLIC HEARING - 5:55 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 125, Parcels 25.00, 26.00 & 27.00 off of Lantana Road.*

*All services of the City have been provided as outlined. There were not any public comments received.*

**This Public Hearing was received and filed.**

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

**Call to Order**

*The City Council for the City of Crossville met for its monthly meeting on Tuesday, November 9, 2021 at Crossville City Hall. Mayor James Mayberry was present and presiding. He called the meeting to order at 6:01 p.m.*

*The invocation was provided by Tim Chesson, Faith Worship Center. 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, Assistant City Clerk Malena Fisher, Lee Lawson, Levonn Hubbard, Jon Tollett, Jessie Brooks, Thomas Smith, Tim Chesson, Tom Isham, Fred Houston, Tim Begley, Steve Prudhomme, Burt Allaire, and friends and family of the Young Marines.*

**1. Proclamations/Presentations**

**a. Proclamations/Presentations November 2021**

*Mayor Mayberry presented a Proclamation declaring November 27, 2021 as Small Business Saturday.*

**This Presentation was received and filed.**

**2. Public Comment**

*Mr. Thomas Smith addressed the Council to inquire about the design and cost of the potential recreation center, and the total cost per year for operating expenses. Mayor Mayberry explained that a design has not been chosen yet, and that there have been and will be more public hearings regarding the subject.*

**3. Appointments-NONE****4. Chamber of Commerce Report**

*In Mr. Hadley's absence, Council member Harrison reported that the sale of the Plateau Partnership Park closed. The new owner is Flatrock USA.*

**5. Consent Agenda**

**A motion was made by Mayor Pro-tem R.J. Crawford, seconded by Council Member Rob Harrison, to approve Items 5A-I on the consent agenda as recommended by Staff and having been discussed at the work session. 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 (10/12)**

**The Minutes were approved as recommended.**

**Ordinances on Second Reading****b. Ordinance amending FY21-22 budget-Meadow Park Lake Plant Master Meter Installation**

*A budget amendment is necessary to complete the work at Meadow Park Lake Water Treatment Plant to replace the master meters.*

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

**Ordinances on First Reading****c. Ordinance closing Alleyway-Bilbrey Funeral Home**

*The owners of Bilbrey Funeral Home have requested that an abandoned unimproved alleyway that bisects their property be officially closed. A legal description and boundary plat were presented. The Planning Commission met October 21 and recommended the approval of the unimproved alley ROW closure and the joining of it to the adjacent parcels.*

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

**Additional Consent Items**

- d. Approval of contract with TDOT Aeronautics for Environmental Assessment for the Airport Obstruction Clearing Project
- The City applied for and received a TDOT grant in the amount of \$29,600 for the environmental assessment in relation to the obstruction clearing project. Staff recommends approval of the contract.*
- This Contract was approved as recommended.**
- e. Approval of grant application for the Preliminary Design Study for Terminal Building Renovations
- The Director of Engineering request the approval of a grant application with TDOT Aeronautics in the amount \$18,850 with 90% federal funding, 5% State Funding and 5% City funding for the preliminary design study for the terminal building. The study will address the ADA compliance, enlarging the restrooms, expanding the meeting and classroom areas and other space concerns.*
- This Contract was approved as recommended.**
- f. Approval of contract with Atkins for engineering services for the Preliminary Design Study for the Terminal Building Renovations
- The City is applying for a TDOT grant for this study. The Director of Engineering requests the approval of the contract in the lump sum amount of \$18,850, contingent on the grant approval of TDOT-Aeronautics.*
- This Contract was approved as recommended.**
- g. Approval of Contract Amendment for Airport Layout Plan (ALP) Engineering Services
- The work to be performed by Atkins on the Airport Layout Plan (ALP) has been delayed due to the City postponing the obstruction clearing project. It has been estimated by TDOT and Atkins that the project is one year behind schedule. Staff requests an extension of the Atkins contract to September 5, 2023.*
- This Contract was approved as recommended.**

**Bids/Purchases**

- h. Approval to purchase water meter vault for Buc-ee's project
- The Utility Maintenance Manager recommends purchasing the water meter vault for Buc-ee's project from C.R. Barger & Sons, Inc. for \$7,050.00. C.R. Barger & Sons, Inc. was the only company to submit a quote for the water meter vault.*
- This Bids/Purchases was approved as recommended.**
- i. Approval of bid for removal, repair, and installation of transfer pumps at

### Meadow Park Lake Water Treatment Plant

*Bids were received October 19, 2021 to remove, repair and reinstall the existing transfer pumps at Meadow Park Lake Water Treatment Plant. The project was bid with different scenarios specified due to the uncertainty of the project. Staff recommends accepting the low bid from John Bouchard & Sons with the maximum amount being \$115,159.03. A budget amendment is not necessary at this time.*

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

## 6. Other Business

### a. Discussion regarding downtown parking

*The Council has been discussing a lease agreement for property located behind Cumberland Dermatology for a parking lot. Mayor Pro Tem Crawford suggested the Council discuss the matter when the property owner or a representative can be present.*

**A motion was made by Mayor Pro-tem R.J. Crawford, seconded by Council Member Rob Harrison, to table subject until next month. The motion failed by the following vote:**

**Aye:** 2 - Council Member Rob Harrison and Mayor Pro-tem R.J. Crawford

**Nay:** 3 - Council Member Scot Shanks, Council Member Art Gernt and Mayor James Mayberry

*The Council discussed leasing parking areas from Dr. Morrison and Tom Cravens. Due to a lack of response from Dr. Morrison's office, Mayor Mayberry suggested the parking lot behind the Cravens building. Mayor Mayberry related that he discussed the City purchasing the property; however, Mr. Cravens was not interested. City Manager Wood estimates the cost of repairs to the parking lot to be approximately \$6,000.*

**A motion was made by Council Member Scot Shanks, seconded by Council Member Rob Harrison, to authorize the City Attorney to draft a lease agreement for the Cravens parking lot with a 5-year term with upkeep at \$1/year, to include a 20% payback of the expenses for each year should Mr. Cravens terminate the lease prior to the end of the term. 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. Discussion regarding City Manager's contract

**A motion was made by Mayor James Mayberry, seconded by Council Member Scot Shanks, to grant a 2 year extension (from end of current contract March 5, 2022) to the City Manager. 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 RFQ for Indoor Recreation Facility Design

**A motion was made by Mayor James Mayberry, seconded by Council Member Scot Shanks, to solicit RFQs for indoor recreation facility design. 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-November 2021**

*City Attorney Ridley reported that there have not been any new lawsuits filed within the last thirty days. He also reported that the Cantrell case has been granted a 30-day extension due to the termination of their attorney.*

*Mr. Ridley reported that paperwork has been filed for the condemnation on the Dryden tract (easement) of the Hwy 127 N phase 2 project.*

**This Report was received and filed.**

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

### **a. City Manager's Report - November 2021**

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

*Mr. Wood pointed out the 332 line locates on the utility maintenance report. He explained that the Catoosa Dept. is overwhelmed with line locates, as well as the Hwy. 127 N road widening/utility relocation project. He will bring the matter up at the next retreat, which is December 9.*

*Council member Gernt commended the City staff for the extra work put in during the month of October with the extra street closures and events. He recognized Assistant City Clerk Malena Fisher for her work with the Upper Cumberland Big Foot Festival and the City Manager for his work on the Airport Fly-In.*

**This Report was received and filed.**

## **ADJOURNMENT**

*The meeting adjourned at 6:30 p.m.*