

# City of Crossville

392 North Main Street  
Crossville, Tennessee 38555



## Minutes

Tuesday, November 5, 2024

5:00 PM

Conference Room 317

## Work Session

*Mayor R.J. Crawford*  
*Mayor Pro Tem Rob Harrison*  
*Council Member Scot Shanks*  
*Council Member Art Gernt*  
*Council Member Mike Turner*  
*City Manager Valerie Hale*  
*City Clerk Baylee Rhea*

**Call to Order**

*The Crossville City Council met for its monthly work session on Tuesday, November 5, 2024 at Crossville City Hall. Mayor Crawford was present and presiding. He called the meeting to order at 5 p.m.*

**Roll Call**

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

*Others present were City Manager Valerie Hale, City Clerk Baylee Rhea, City Attorney Randy York, Lee Lawson, Nathan Clouse, Justin Cook, Levonn Hubbard, Ethan Medley, Jessica Ceballos, Valorie Douglas, Geoff Pare, Travis Cole, LaDonna Pare, Darian Dykes, Fred Houston, Amy Houston, Jessie Brooks, Keith Sadula, Chris South, Kristyn Williams, Shea James, Kristopher Cole, Tim Begley, Joe Kerley, Jeff Johnson, and Larry Kidwell.*

**Public Comment**

*Police Chief Jessie Brooks asked to address the City Council. He started by saying that anytime anyone gives him a five minutes to talk, he brags on the City of Crossville's Police Department. He asked Sgt. Keith Sadula to stand to be acknowledge for graduating from the Prestigious Leadership School on October 25th. Sgt. Sadula was elected president of his class, along with being selected for the Outstanding Leadership Award. Chief Brooks went on to say that he has quality officers at the Police Department and he is very proud of Keith.*

*Sgt. Sadula was met with applause and congratulations from those in attendance.*

**1.****Discussion regarding request from Plateau Soccer Club**

*Justin Cook with Plateau Soccer Club spoke to Council regarding some issues Plateau Soccer Club is facing at the soccer complex. He gave City Council a handout listing the problems they are having and suggested solutions. Mr. Cook has requested to expand operating hours at Duer from Valentine's to Thanksgiving to utilize fields for soccer seasons. The season for the leagues they play in start in February and end in mid to late November, but they only have access to Duer's field from March until the first of November. He has asked for the fields to open 3 weeks earlier and close 3 weeks later. Ethan Medley stated that extending the operating hours will require more staff and re-seeding the fields because the grass is dormant during this time period.*

*The next issue his club is running in to is storage not being available at the soccer complex. Coaches are bringing equipment back and forth multiple times per week. He would like a storage facility for each organization to have access to and possibly a break room and/or classroom addition with it. Currently there are four clubs that utilize the facility, so he suggested four 12x12 units be built. He stated CRYSA uses the storage closet that is currently there, but it is so full, no other club is able to use it. Mr. Cook stated his club is willing to help raise funds for this project.*

*Finally, he would like to see a change in the scheduling procedure. Coaches must call on Fridays to reserve fields for practices the following weeks. The coaches are all volunteers and typically working parents who cannot call during the day on Friday. By the time they get off of work, the park office is closed so it makes it difficult to schedule practices in a timely manner.*

*Council member Shanks asked out of the three issues being presented, what is the biggest issue? Mr. Cook stated the operating date, then storage, then scheduling. Crossville has shortest season in his experience.*

*City Manager Hale stated that support from the other clubs would help so the City is not taking action for only one club.*

*Mr. Medley stated that once we allow for the extended hours, this will allow access to the complex for football, cross country, and then requests for extended operational hours at Centennial will occur. He is concerned about a large budget increase for staffing. During this time period they are requesting, Leisure Services does not have seasonal help. This would require having 3-4 full time staff members being added to cover all of the parks.*

*Council member Shanks asked how many soccer fields there are at Duer. Mr. Cook informed him that there are 16 fields and if all the soccer organization were to be at the complex at once, all the fields would be used.*

*Mayor Crawford asked why the scheduling is done on a weekly basis. Mr. Medley explained it started at Centennial for the softball and baseball fields to guarantee at least one practice a week for each team because of the size of the programs. This started becoming a problem at Duer as well so they implemented the same policy. He went on to say that the soccer complex hosts three club leagues, football, and cross country and they have to make sure everyone can utilize the area. Mayor Crawford questioned why they could not schedule further out than a week while still maintaining their policy. Mr. Medley explained that he has offered the option to expand the scheduling but the leagues could not agree so they left the policy as is.*

*City Manager Hale stated we have missed the window to remedy any problems for this season but suggested gathering some data on the costs of these suggestions to present at the January retreat.*

**This item was recommended for the January retreat agenda.**

**2. Discussion regarding property on Iris Lane**

*Sandeepkumar (Sam) Patel has requested to purchased a small portion of the Webb Avenue property that also fronts on Iris Lane. He purchased property at 344 Genesis Road and would like an entrance on Iris Lane. The City of Crossville currently owns the property that would allow for this entrance. This would also allow for the property lines to be squared off. He wishes to purchase 2,000 square feet in the amount of \$3,335, and has offered to pay the surveying and closing costs.*

**This item was recommended for approval.**

**3. Discussion regarding landfill property**

*Crossville Shooting Sports Park and Geoff Pare has approached City Manager Hale regarding leasing the 23 acres of land as you enter the shooting sports park for an*

event. Ms. Hale asked Mr. Pare to speak on the economic impact the event he would like to hold has had in other areas they have held the event.

Mr. Pare from Gamaliel, Kentucky owns a family shooting business for 60 years. In 2005, they started the Gamaliel Cup in Nashville, Tennessee, but due to the size it has grown to and scheduling, they moved the event to Georgia. Moving the event caused many of the regular attendees from Kentucky and Tennessee to not be able to attend. Mr. Pare has helped with several events at the Crossville Shooting Sports Park and enjoys working with them. He would like to move the event back to Tennessee and to this park specifically. He stated the additional 23 acres would allow for the number of participants they expect. He informed Council that based on 350 participants plus their families, it is expected to add an additional \$352,500 in revenue to the area for the week of the event. He intends to clean up some of the underbrush to install temporary, battery powered machines that will throw clay discs. There would not be any permanent structures or improvements made to the property other than some of the underbrush being cleared. He would have cart paths for golf carts and UTVs. This would cost approximately \$7,000-10,000, so he would like a 5 year lease using it a maximum of 4 times per year in one week intervals. They only shoot after dark and only shoot shotguns. Typically, the events begin set up on Monday with the event taking place starting on Thursday.

City Manager Valerie Hale stated an agreement would be needed along with a certificate of insurance. Mr. Pare offered for the agreement to be with the Crossville Shooting Sports Park if Council preferred since they have an established relationship, and he would lease the acreage from them for the week he will hold his event. Ms. Douglas with CSSP stated they were willing to do whatever Council feels comfortable with. She wanted Mr. Pare to come to the meeting so the City knows what the Park will be doing and who will actually be holding the event. Mr. York asked if both parties were properly insured. Mr. Pare and Ms. Douglas assured him there were no issues with insurance. Mr. York asked that the City of Crossville be listed as an additional insured. He also asked if waivers were signed by participants, and they informed him that they are required to sign waivers.

Council member Turner asked if it is only one event year. They stated the Gamaliel Cup is only once per year, but if they were to get interest in larger tournaments, they would inform the City.

Mr. York asked when Mr. Pare intends to start construction of the paths and clearing the area. Mr. Pare stated he is ready once this is approved. He has a contractor lined up. He would like to begin advertising as soon as possible.

Approval next week would require an agreement with either party and authorization to publish a public notice.

**This item was recommended for approval.**

#### 4.

#### Approval of Woodlawn Road Annexation Request

The property owner of Tax Map 087 parcels 044.03 and 044.01, located off Woodlawn Road has requested annexation into the City of Crossville. It is approximately 4.87 acres.

After a discussion with City Staff, it was decided to not include the portion of Woodlawn Road at this time. There are several portions of Woodlawn Road that alternate from inside city to outside city. Staff does not want to increase any

*confusion. If/when any more parcels request annexation along Woodlawn Road, then a closer look will be taken to see if the City could annex a larger portion of the road to help eliminate the confusion.*

*The Crossville Regional Planning Commission approved the recommended Plan of Services and recommended for the annexation of this parcel of land.*

**This item was recommended for approval.**

**5. Approval of Northside Drive and Highway 70 West Annexation Request**

*The property owner of Tax Map 099 parcel 025.00 has requested annexation into the City of Crossville. The area is approximately 0.84 acres. The portion of Highway 70 West, in which the property fronts, is already in the City limits. After a discussion with City Staff, it was decided to not include the portion of Northside Drive, since it would leave a section outside City.*

*The Planning Commission approved the Plan of Service and recommended approval of this annexation at their October 17th meeting.*

**This item was recommended for approval.**

**6. Approval to accept Donnelly Place as a City Street**

*The Planning Commission approved a final plat for Genesis Plaza Phase II at their October 17, 2024 meeting. The road within Genesis Plaza Phase II is now complete. Planning Commission recommends to the City Council to accept Donnelly Place as a City street with a speed limit of 20 mph.*

**This item was recommended for approval.**

**7. Approval of weather camera**

*Cumberland County Emergency Management Agency Manager Travis Cole has requested to place a weather camera on the City's water tanks in the Catoosa water district. They are requesting to put cameras on the Highway 127 North/Plateau Road water tank and the Highway 70 North/Dripping Springs Road water tank. Council member Turner asked if there would be an issue removing the cameras once the tanks needed to be painted. Mr. Cole informed him this would not be a problem. The sensor goes on the leg of the tank and camera, which is rather small, goes on the water tank itself. The City of Crossville would not be responsible for the removal or installation of the weather cameras. If there is any cost incurred for electric or internet, it would come out of Mr. Cole's budget.*

*City Manager Hale stated City Attorney Randy York would need to draft an agreement between the City and Cumberland County EMA for the Mayor to sign.*

**This item was recommended for approval.**

**8. Approval of State and Local Government Cybersecurity Grant Program**

*The State of Tennessee is administering \$10 million in monies from FEMA to address cybersecurity risks and threats to information systems. The IT Department would like to apply for this funding to implement additional security measures and training for users.*

**This item was recommended for approval.**

**9. Approval of Palace Ceiling Tile and Paint Project**

*Palace Supervisor Malena Fisher reviewed the bids for this project and recommends the low bid of \$23,845 by Legacy Painting DBA CertaPro Painters. This is a budgeted item.*

**This item was recommended for approval.**

**10. Approval to purchase Harmonic Filters**

*Waste water treatment plant manager has requested to upgrade their Harmonic Filters. This is a sole source item in the amount of \$44,635.00. A budget amendment is not necessary.*

**This item was recommended for approval.**

**11. Approval to dispose surplus equipment**

*Staff is requesting permission to declare equipment as surplus to be auctioned off:*

*CODES:*

*2019 Jeep Grand Cherokee (Asset #3020)*

**This item was recommended for approval.**

**12. Approval to pay Tyler Technologies invoice**

*The City of Crossville uses Tyler Technologies (InCode) as its financial software, cash collections, asset management, and records management. The City has been using this software for over 25 years. An agreement is signed when new services or features are used, but a contract is not in place. Approval for the invoice in the amount of \$49,937.40 for the yearly operating costs is requested.*

**This item was recommended for approval.**

**13. Approval to purchase 2025 Ford F450 (Catoosa)**

*Catoosa Water Department has requested to purchase a 2025 F-450 Supercab XL 4WD Chassis in the amount of \$81,592.00. This is a budgeted item.*

**This item was recommended for approval.**

**14. Approval to purchase Bobcat Compact Excavator (Catoosa)**

*Catoosa Utility Department has requested to purchase a E48 R2-Series Bobcat Compact Excavator in the amount of \$64,061.44. This is a budgeted item.*

**This item was recommended for approval.**

**15. Ordinance amending FY 24-25 budget**

*Several amendments are needed to the FY 24-25 budget. Finance Director Nathan Clouse informed Council that several items that are typically cleaned up in the end of*

*the year budget amendment have been expended earlier than usual, so a budget amendment is required.*

**This item was recommended for approval.**

**16.** Approval of Close Out Change Order for Lantana and Main Traffic Signal Replacement (PIN 125617.00)

*The close out change order 2 for Lantana and Main Traffic Signal Replacement Project is attached. The change order is a deduct in the amount of \$29,442.00 and does not contain any additional time. Staff recommends the approval of the change order.*

**This item was recommended for approval.**

**17.** Cumberland Plateau Water Authority

*Jeff Freitag's term on the Cumberland Plateau Water Authority ends on December 31, 2024. He stated he does not wish to continue to serve. A new board member will need to be appointed. This appointment is made by the Mayor and approved by Council.*

*Mayor Crawford asked for Council members to bring nominations to next week's meeting. If no nominations are made, this item will be moved to the December meeting.*

**This item was recommended to be placed on the agenda.**

**Adjournment**

**The meeting was adjourned at 5:48 p.m.**