

City of Crossville

*392 North Main Street
Crossville, Tennessee 38555*



Minutes

Tuesday, February 14, 2023

6:00 PM

Council Chambers

City Council

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

BEER BOARD - 5:40 p.m.

The Crossville Beer Board met on February 14, 2023 at Crossville City Hall. Mayor R.J. Crawford was present and presiding. He called the meeting to order at 5:40.

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

1. Eagle Market Inc.

An application has been received from Soniya Merchant for an off-premises beer license for Eagle Market Inc. located at 290 Highway 70 E. Chief Jessie Brooks reported records were clear and recommended approval of the permit.

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

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

PUBLIC HEARING - 5:45 p.m.**1. FY2023 Community Development Block Grant Program**

Mayor R.J. Crawford called the public hearing regarding the upcoming Community Development Block Grant (CDBG) to order at 5:45 p.m. All City Council members and City Manager Greg Wood were present. Others present were: Jessie Brooks, Imran Dhanani, Valerie Hale, Heather Mullinix, Burt Allaire, and Levonn Hubbard.

Mayor Crawford explained the grant opportunity and that the City intends to apply for a grant to construct an ADA-compliant greenway connecting to Centennial Park. There were not any 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 business meeting on February 14, 2023 at Crossville City Hall. Mayor R.J. Crawford was present and presiding. He called the meeting to order at 6:00 p.m. The invocation was provided by Reverend Steve Pickard followed by the Young Marines who presented the colors and led the Pledge of Allegiance.

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 Attorney Randy York, City Manager Greg Wood, City Clerk Valerie Hale, Levonn Hubbard, Jessie Brooks, Heather Mullinix, Kevin Music, Billy Poore, Joe Kerley, Burt Allaire, Imran Dhanani, Tom Isham, Bob Ross, Friends and family of the Young Marines, Reverend Steven Pickard, Ethan Hadley, Ethan Medley, and Lee Lawson.

1. Proclamations/Presentations

a. Presentation for February

February Student of the Month could not be present due to illness but will be present for the March meeting.

This Presentation was received and filed.

2. Public Comment

There were not any public comments received.

3. Appointments

a. Crossville Regional Planning Commission

Mayor Crawford announced his re-appointment of Gordon Atchley to the Planning Commission for a five-year term expiring 3/1/2028.

Gordon Atchley was re-appointed.

b. Stormwater Board of Appeals

The term of Dennis Gregg expires on 3/10/23. He represents the neighborhood segment on the Board.

A motion was made by Mayor R.J. Crawford, seconded by Mayor Pro-tem Rob Harrison to appoint David Young to the Stormwater Board of Appeals. The motion carried by the following vote:

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

c. Airport Committee

Mayor Crawford announced his appointment of Gwen Schallow to the Airport Committee. She will replace Blake Dickenson as he is resigning at the end of his term. Gwen's term is a five-year appointment, expiring March 2028.

Gwen Schallow was appointed.

4. Chamber of Commerce Report

Ethan Hadley, President/CEO of Crossville-Cumberland County Chamber of Commerce, gave the monthly report of the activities at the Chamber of Commerce. He reported on the upcoming Business After Hours on March 16 and that Leadership Cumberland kicks off on February 15 with 17 participants.

Mr. Hadley reported that the 2023 Wage and Benefit Study is underway. He also stated that the Chamber is continuing its Existing Industry Program and met with Flowers Bakery to view their operations and learn what their opportunities and challenges are. Senator Bill Hagerty will also be visiting next week.

5. Consent Agenda

Approval of the Consent Agenda

A motion was made by Council Member Art Gernt, seconded by Council Member Mike Turner to approve the Consent Agenda Items A-N. The motion carried by the following vote:

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

Council member Gernt noted that all of the items on the Consent Agenda had been reviewed at the monthly work session and recommended by Staff members.

- a. Approval of minutes for 1/10 and 2/7

The Minutes were approved as recommended.

Ordinances on Second Reading

- b. Ordinance amending FY22-23 budget-Palace Theatre Wall Repair

This Ordinance was approved on second reading.

- c. Ordinance amending Title 5, Chapter 6 Municipal Purchasing Procedures

This Ordinance was approved on second reading.

Additional Consent Items

- d. Approval of Sewer Mainline Extension - Ramey Road

The property owner at 141 Ramey Road (Tax Map 074 parcel 035.01) is requesting a mainline sewer extension to their property. The parcel is located outside the City Limits of Crossville. Under the Mainline Extension Ordinance and Policy, 18-107, the total

cost of the extension is the responsibility of the property owner.

The cost estimate is \$10,218.05. The letter requesting the extension was presented, as well as a map showing the approximate location of city sewer and the parcel requesting the extension.

The Crossville Regional Planning Commission met on February 1, 2023 and voted to recommend approval.

(This item was revisited at the request of Mayor Pro Tem Harrison at the end of the meeting).

A motion was made by Mayor Pro-tem Rob Harrison, seconded by Council Member Mike Turner, to waive financial guarantee and sewer tap fees (residential and line extension tap- \$1,875 value). The motion carried by the following vote:

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

e. Approval of site preparation and funding request regarding Whisper Aero

Whisper Aero has progressed in the development to the point of having contracts to fulfill and investors to provide the funds to do so. However, one of the restrictions placed by the investors is that their funds will be used for development and not purchase of capital items, i.e., hangars. Therefore, it is requested that the City Council authorize two items:

- 1. Site preparation for up to an 80 x 80 pad for hangar construction for research and development.*
- 2. Permission to request Legislative funding for construction of the facility and concurrently and application for State Economic Development funding of approximately \$1.5 Million. The City will build the hangar to Whisper Aero specifications and will own the hangar leasing it to Whisper Aero.*

Whisper Aero has an alternate site in Georgia that meets their requirements should the City not be able to provide the needed facility.

This Resolution was approved as recommended.

f. Approval of temporary street closing for Boo on Main

Downtown Crossville, Inc. is requesting a temporary street closing for Main Street from Neecham Street to Highway 70 for the Boo on Main event. The requested hours are from 3:30 p.m. to 8:00 p.m. on Saturday, October 28.

This Permit was approved as recommended.

g. Approval of temporary street closings for Friday at the Crossroads

Friday at the Crossroads is being planned for 2023. The committee requests the following dates and streets to be closed:

April 7, 2023

June 2, 2023

October 6, 2023

December 1, 2023

(3:45 p.m.-8:15 p.m.)

- Main Street from Hwy 70 to Neecham St.
- Fourth St. from Thurman Ave. to West Ave.
- Second St. from Main St. to Thurman Ave.
- First St. from West Ave. to Thurman Ave.
- Stanley St. from Main St. to Thurman Ave.
- Fifth St. from West Ave. to Main St.

August 4, 2023 Event (3:45 p.m.-end of Dash in the Dark 5K-joint with Young Professional Alliance 5K run) *This is also the date of the annual 127 Yard Sale

- Main Street from Highway 70 to Neecham Street
- Stanley Street from West Ave. to Webb Ave.
- First Street from West Ave. to Webb Ave.
- Second Street from East St. to West Ave.
- Fourth Street from Thurman Ave. to West Ave.
- Fifth Street from Main St. to West Ave.
- Rector Ave. from Fifth St. to Stanley St.
- Thurman Ave at Fourth St.
- Division Drive
- East Street

This Permit was approved as recommended.

h. Approval of temporary road closings for Fit Fest 5K

Crossville Fit Fest (Jeremy Ricks) is planning a fitness event. In addition to other events being held at Stone Memorial High School, they are planning a 5K run. The events will be held April 1 and they request street closures for the approved Cook Road Route, which is from SMHS to the I-40 bridge and back. The run is planned to start at 7:00 a.m. and end at 9 a.m.

This Permit was approved as recommended.

i. Approval of Contract Renewal regarding Concession Services

The Leisure Services Department requests the renewal of contract with Nick's Italian Ice as Concessionaire for all Park Locations, pending approval of contract by City Attorney.

This Contract was approved as recommended.

j. Approval of contract amendment regarding Hwy 127 North utility relocation contracts

The City currently has a contract with Hussey Gay Bell for the design and construction administration for the Hwy 127 N utility relocations.

The contract currently reads for each task:

Water Design and Construction Contract \$302,327.74 plus \$89,276.93 for inspection.

Sewer Design and Construction Contract \$58,29.23 plus \$61,807.11 for inspection.

Hussey Gay Bell is requesting an amendment to allow for a total not to exceed rather than breaking into categories which would allow them some flexibility between the

tasks. The total not to exceed amounts would be amended to read amounts not to exceed \$391,604.67 for water and \$120,101.34 for sewer. No additional funding is requested.

This Contract was approved as recommended.

k. Approval of contract amendment regarding Fourth Street & West Avenue intersection

The City currently has a contract with Gresham Smith Partners for the design of the traffic signal for the Fourth Street & West Avenue intersection.

The contract currently reads for each task:

NEPA Phase (Includes Survey and Planning) \$29,000; ROW Plans Phase \$38,000; Construction Plans Phase \$29,000; Bid Documents and Specifications \$7,500.

There is currently an amount left over in the NEPA phase that needs to be transferred to the Construction Plans Phase in order to be reimbursed through State Transportation Improvement Funds. The proposed schedule of values is as follows:

NEPA Phase (Includes Survey and Planning) \$17,304; ROW Plans Phase \$38,000; Construction Plans Phase \$40,696; Bid Documents and Specifications \$7,500

No additional funding is requested.

This Contract was approved as recommended.

Bids/Purchases

l. Approval to dispose surplus equipment for Maintenance, Street Utility Maintenance, and Engineering departments.

The Maintenance, Street and Utility Maintenance department managers are requesting permission to declare equipment as surplus to be auctioned off:

MAINTENANCE:

2011 Ford F-250 4x4 (Asset #2498)

STREET:

2014 Ford F-150 (Asset #2727)

2014 Ford F-150 (Asset #2726)

UTILITY MAINTENANCE:

2018 Ford F-150 (Asset #2857)

2011 Ford F-150 (Asset #2466)

ENGINEERING:

2006 Ford Explorer

2008 Chevy Trailblazer

This declaration of surplus was approved as recommended.

m. Approval of Salt Bin Repairs

The Street Department Manager is requesting repairs to the salt bin by Stubbs

Construction while they are on-site for another project. Stubbs Construction submitted a quote in the amount of \$2,525.17 for the repairs. The City will be purchasing the materials separately in the amount of \$3,862.83. There is not a budget amendment necessary.

This Bids/Purchases was approved as recommended.

n. Approval of purchase and change order for Post Frame Building-Utility Maintenance Department

Two bids were received on January 24, 2023 for the construction of a post frame building for the Utility Maintenance Department. Stubbs Construction was the low bidder in the amount of \$56,430.00 and the other bidder was HL Construction in the amount of \$90,984.57. Staff recommends awarding the bid to low bidder Stubbs Construction.

The bids received were based upon incorrect building specifications; therefore, approval of a change order in the amount of \$2,500 is requested to correct the additional materials required to satisfy Building Code requirements.

This Bids/Purchases was approved as recommended.

6. Other Business

a. Approval of temporary street closure-Christy's Pub Grub

A request has been received from Christy's Pub Grub to close Second street from Main Street to Thurman Avenue on April 22, 2023 from 12 p.m. to 4 p.m. for its annual block party, which is in conjunction with the car show.

This Permit was withdrawn from agenda as requested.

b. Discussion and action regarding the Village Inn report

City Attorney Randy York advised the City Council against releasing any items considered Attorney-Client Privilege.

This Item was withdrawn from the agenda.

7. City Attorney's Report

a. City Attorney's Report-February 2023

City Attorney Randy York reported that two lawsuits have been assigned to the City's insurance carrier.

This Report was received and filed.

8. City Manager's Report

a. City Manager's Report

City Manager Greg Wood reported on sales tax revenue which is exceeding expectations, wholesale beer revenue, liquor inspection fees, hotel occupancy tax,

Police activity, Fire Department activity, water consumption, utility maintenance, projects, and building permits.

Council member Turner commended the Police and Fire departments, Cumberland County EMS, and the Water Resources department for the services provided during the recent Woodmere Mall fire.

This Report was received and filed.

ADJOURNMENT

This meeting was adjourned at 6:17 p.m.