

City of Crossville

392 N. Main
Crossville, TN 38555



Minutes

Tuesday, April 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.

The Crossville Beer Board met on April 13, 2021 at Crossville City Hall. Mayor James Mayberry was present and presiding. He called the meeting to order at 5:47 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. Hwy 55

An application has been received from Kenneth Moore for an on-premises beer permit for Hwy 55 to be located at 2193 North Main St.

Chief Jesse Brooks reported a clear-records report and recommended approval for Hwy 55, with contingency upon Certificate of Occupancy.

A motion was made by Council Member Art Gernt, seconded by Council Member Rob Harrison, to approve on-premises beer permit. 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

2. Abuela's Cuban Cafe

An application has been received for an on-premises beer permit from Karyn Reph for Abuela's Cuban Cafe located at 228 Interstate Drive, Suite 123 in Crossville.

Chief Jessie Brooks reported a clear-records report and recommended approval, with contingency upon Certificate of Occupancy.

A motion was made by Council Member Art Gernt, seconded by Council Member Rob Harrison, to approve on-premises permit . 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

With no further items to address, the Crossville Beer Board adjourned at 5:49 p.m.

PUBLIC HEARING - 5:50 p.m.**1. Annexation and Plan of Service for Simpson and Holman Properties at 3710 Lantana Road**

A public hearing is required for annexation requests, Michael Simpson and Nicholas

Holman have requested annexation of their properties located on Lantana Road as indicated on Tax Map 125, Parcels 25.00, 26.00, and 27.00, containing 32.57 acres. The Planning Commission met on March 18, 2021 and recommended annexation and approval of Plan of Services.

There were not any comments received from the public.

This Public Hearing was received and filed.

SOLICITATION BOARD - 5:55 p.m.

1. Fairfield Glade Lions Club Charities

An application has been received from the Fairfield Glade Lions Club Charities for their annual white cane project to raise funds for their programs benefiting the blind, deaf, and children. The club has not yet confirmed the dates of the project.

A motion was made by Mayor James Mayberry, seconded by Council Member Rob Harrison, to approve request for Solicitation permit pending notification of dates. The motion passed 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

REGULAR MEETING - 6:00 p.m.

Call to Order

The City Council for the City of Crossville met for its monthly meeting Tuesday, April 13, 2021 at Crossville City Hall. Mayor James Mayberry was present and presiding. He called the meeting to order at 6:00 p.m. Council member Scot Shanks provided the invocation and the Young Marines presented the colors.

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, Tim Begley, Fred Houston, Kevin Dean, Lee Lawson, Jessie Brooks, Chris South, Levonn Hubbard, Christy Troyano, Kevin Troyano, Scott Humphrey, Heather Mullinix, Janie Hollingsworth, Karen Burgess, Mary Conner, Connie Clapper, Fidela Nices, Steven Prudhomme, and Gary Nices.

1. Proclamations/Presentations

a. Presentations/Proclamations - April 2021

Mayor Mayberry presented a proclamation to Janie Hollingsworth and other Ms. Senior

Tennessee pageant participants honoring April as Ms. Senior Tennessee month.

April Student of the Month, Tyler Adams, was not present to receive the proclamation. Tyler was nominated by his teacher, Ms. Lisa Morrow, for his "citizenship" traits.

This Presentation was announced.

2. Public Comment

There were not any comments received from the public.

3. Appointments

a. Industrial Development Board

The Industrial Development Board has three joint (City and County) appointees with terms expiring April 30, 2021:

*Karen Cole
Joe Salvato
Vacancy (Bobby Randolph)*

Mayor Mayberry and Mayor Foster recommend re-appointing Karen Cole and Joe Salvato and appointing Kevin Hembree to fill Mr. Randolph's position. Their terms will expire April 30, 2027.

A motion was made by Mayor James Mayberry, seconded by Council Member Art Gernt, to appoint Kevin Hembree and re-appoint Karen Cole and Joe Salvato to the Industrial Development Board. 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

4. Consent Agenda

Approval of the Consent Agenda

A motion was made by Council Member Rob Harrison, seconded by Council Member Scot Shanks, to approve the Consent Agenda. 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 (03/09)

The Minutes were approved as recommended.

Ordinances on Third Reading

- b. Ordinance amending Table 1, Title 18: Water and Sewers
- The Wastewater Department has requested an amendment to the pH level on Table 1 of the Limitations on Discharge Strength; changing it from 6.0-9.0 to 5.5--9.5; therefore, requiring an ordinance amendment. TDEC approves the modification.*
- This Ordinance was adopted on third reading.**
- c. Ordinance amending §1-102 pertaining to Order of Business
- The Council desires that the Chamber Director provide a report to the Council during its monthly meeting.*
- An ordinance is required to add this item to the Order of Business, which was previously removed by ordinance on 3rd reading 11/7/2017.*
- This Ordinance was adopted on third reading.**
- d. Ordinance updating §4-300 regarding Occupational Safety and Health Program
- The State of TN requires our Occupational Safety and Health Program to be updated every seven (7) years. This update includes reporting procedures for OSHA/TOSHA. The proposed updates are highlighted on pages 9 and 17.*
- This Ordinance was adopted on third reading.**

Ordinances on Second Reading

- e. Ordinance amending FY 20-21 budget 2021 Ford F-750 Regular Cab Dump
- The Street Department Manager obtained a quote from Ford of Murfreesboro for a new 2021 Ford F-750 Regular Cab Dump with a 12' bed. Total cost for this vehicle is \$84,595.00 without salt equipment and \$114,070 with salt equipment.*
- This truck is requested to replace one that was given to Veolia, which was involved in an accident. Insurance proceeds are expected to be \$36,000.*
- Ford of Murfreesboro has a contract with the State of Tennessee Central Procurement Office for vehicles.*
- A budget amendment will be required in the amount of \$114,070.*
- This Ordinance was approved on second reading.**

Ordinances on First Reading

- f. Ordinance amending Section 18-115 Discontinuance or refusal of service

The Finance Dept. requests to amend Crossville Code Section 18-115 to prohibit a landlord requesting that service be disconnected without the tenant being in arrears.

This Ordinance was approved on first reading.

g. Ordinance closing Sweeney Drive between Stout Drive and Genesis Road

Buc-ee's Tennessee LLC has requested the right-of-way of Sweeney Drive, adjacent to their property, be closed and be acquired by them. Staff recommends the closure of the ROW of Sweeney Drive that is between Stout Drive and Genesis Road. This portion of Sweeney Drive could be a potential safety concern during the widening of Interstate Drive, part of the Northwest Connector project, which is slated to begin this year. Some traffic may wish to take this portion of Sweeney to avoid the intersection of Interstate Drive with Genesis Road. This could cause a safety concern with vehicles trying to turn left on Genesis Road. During the widening of Interstate Drive, a signal will be added at the intersection of Interstate Drive and Stout Drive. Planning Commission met 3/18/2021 and voted to recommend closure of the ROW of Sweeney Drive.

Crossville Ceramics has declined the ROW adjacent to its property, therefore; the entire ROW will be granted to Buc-ee's Tennessee, LLC.

This Ordinance was approved on first reading.

Additional Consent Items

h. Approval of annexation and Plan of Services for 32.57 acres on Lantana Road

Michael Simpson and Nicholaus Holman have requested that their properties at 3710 Lantana Road be annexed into the City. The property owners are interested in City services in order to develop the tracts into residential housing.

Staff has reviewed the request and suggests several conditions in order to make City sewer available to the property. Staff proposes to allow connection to City sewer once the offsite 3-inch low-pressure line is upgraded to a 4-inch line and an agreement is reached between the adjacent property owner, which is where the offsite sewer line is located. This will also allow the developer to connect to the City's sewer system. The developer/property owner will be financially responsible for easements, line extensions, and the above-mentioned upgrades to the existing system, as well as all taps and fees associated with making sewer available to their property. If the property is subdivided in the future, extension of sewer collection lines into a developing subdivision will be the responsibility of the developer, in accordance with the Crossville Municipal Code and the Subdivision Regulations of the Crossville Regional Planning Commission. Planning Commission met 3/18/2021 and approved the Plan of Services and voted to recommend the annexation to Council.

This Resolution was approved as recommended.

i. Approval of TCRS Employer Contribution Rate

The City of Crossville pays an employer contribution rate to TCRS each month. The rate at present is 15.9% and will end June 30, 2021.

The new rate starts July 1, 2021 and it has been computed at 10.61%. The Finance Director recommends that the City pays 13% to allow for any short falls that TCRS may encounter this year and any going forward.

This Resolution was approved as recommended.

j. Approval of proposed cemetery rates

Staff recommends an increase in cemetery rates, which have not been increased in 15 years.

This Resolution was approved as recommended.

k. Approval of proposed Water Tap Fees

Staff recommends an increase in water tap fees, which have not been increased since 2005.

This Resolution was approved as recommended.

l. Approval of temporary street closing for Christy's Pub Grub block party on June 26th

Christy's Pub Grub is planning a block party on June 26. They request that East 2nd Street be blocked off from Main St. to Thurman Ave. from 12:00 p.m. to 5:00 p.m.

This coincides with the Crossville Cruisers event already approved by Council.

This Permit was approved as recommended.

m. Approval of temporary street closing for CCHS Homecoming Parade

Approval has been requested for temporary street closings for the CCHS Homecoming Parade on Thursday, October 21. The parade will start at the CCHS stadium at 5:30 p.m.

This Permit was approved as recommended.

n. Approval of temporary street closing for Pro Troop Rally on July 3

Debbie Towns has requested that Main Street in front of the Courthouse be closed on Saturday, July 3, from 10 a.m. to 12:00 p.m. for the annual Pro-Troop Rally.

This Permit was approved as recommended.

o. Approval of Miller Avenue Sewer Line Close-out Change Order

The close-out change order was presented with an increase of \$47,519.00 in contract price. Major items for the over run are the linear footage of ditch crossings and the linear footage of 12" DR11 HDPE.

The ditch crossings were designed during a dry season and the contract was performed in a wet period; therefore, more rock was required for the crossings making the footage increase.

The additional footage of 12" DR11 HDPE is because the project was extended to the

new portion of the line installed with the Lantana Road Project.

The Director of Engineering recommends the approval of the change order.

This Contract was approved as recommended.

- p.** Approval of TDOT Construction Road Closure-US-70 (SR-1) and US-70N (SR-24)

TDOT has requested the approval of road closures on US-70 (SR-1) and US-70N (SR-24) at the Obed River for reconstruction work for the bridges.

The Director of Engineering recommends the approval of the closures and also recommends that Sparta Drive, at the intersection of Miller Avenue, be restricted to right turns only during the closure or bridge signalization of US-70.

This Contract was approved as recommended.

- q.** Approval of donation of Sweeney Drive Property and notification to the public

The City has been contacted by Buc-ee's Tennessee, LLC about acquiring a 1.0 acre tract (Tax Map 87, Parcel 32.02), owned by the City. Buc-ee's owns property across Sweeney Drive, which will be used for a fuel center. The property will allow them greater I-40 visibility. The property currently has a maintenance building on it that they plan to remove. The building was previously used by Hilltopper's.

City Council discussed donating the property and the City Clerk will begin the 30 day advertisement period.

This Contract was approved as recommended.

Bids/Purchases

- r.** Approval to purchase Itron meter reading equipment

The Utility Maintenance Manager recommends the purchase of Itron meter reading equipment, installation, support and user training at the cost of \$12,100. The purchase was approved in the FY2020/2021 budget.

This Purchase was approved as recommended.

- s.** Approval to purchase meter replacements from Badger Meter, Inc.

The Utility Maintenance Manager recommends replacing meters due to a failing meter or register that are no longer covered under warranty. The replacement 5/8" x 3/4" meter costs \$127.50 each. To purchase 95 meters from Badger Meter, Inc. will cost \$12,112.50. The purchase was approved in the FY2020/2021 budget.

This Purchase was approved as recommended.

- t.** Approval of 4th of July Fireworks Bid 2021-2023

The Leisure Services Department recommends acceptance of bid from Pyro Shows, choosing option 1 at a total cost of \$30,000.00. This 3-year contract will commence

July 4, 2021 and end July 4, 2023.

Option 1 is being chosen due to current supply chain issues with 8" shells and regulation changes regarding use of 8" shells beginning next year.

This Bid was approved as recommended.

u. Approval of purchase agreement for new Police Tasers

The current Police Department Less-Lethal Tasers are 10-15 years old and are nearing end of life. They are no longer reliable or serviceable by the manufacturer. Captain Brian Eckelson has received a quote from sole-source provider Axon Enterprise, Inc., for the purchase of 43 new Tasers and related equipment, in the amount of \$136,349.13. Chief Jessie Brooks has reviewed the quote and recommends purchasing the equipment in 5 installments, with the first being \$17,669.13 out of the current Police weapon / ammo budget. The remaining 4 annual payments of \$29,670 can be budgeted over the next 4 budget years. The agreement includes additional batteries and cartridges throughout the contract term. A budget amendment will not be required for this purchase.

This Purchase was approved as recommended.

v. Approval of water register & meter purchase for Catoosa Utility District

The Catoosa Department requests to purchase 288 water registers and 150 meters for a total price of \$52,310.46. These items are included in FY20-21 budget.

This Purchase was approved as recommended.

w. Approval to award bid for annual Financial & Compliance Audit

The City of Crossville solicited RFPs for CPA firms that were interested in completing the City's annual audit for the next three fiscal years. The Finance Director recommends Crosslin, CPA. The proposal included the single audit if that becomes necessary.

This Bid was approved as recommended.

x. Approval to purchase A\C Units for Meadow Park Miox Room & Holiday Hills Pumphouse

Bids were received for complete installation of 2 A/C units for cooling of electrical components at Meadow Park Miox Room and Holiday Hills Finished Pumphouse. Staff recommends approval of the lowest bidder, Crossville Heating and Cooling, in the amount of \$6,319 for the two units. This is a budgeted item.

This Bid was approved as recommended.

5. Other Business

a. Discussion and action on Mobile Home and Mobile Home Park Ordinance

Mayor Mayberry related that there is buyer interested in mobile home park located in a blighted area and is interested in renovating the mobile home park. Due to the City's current ordinances, the buyer is restricted from improving the area. Mayor Mayberry

discussed the difference between the standards of the "small" homes recently built and mobile homes. He feels there is an inequality and suggests that the entire mobile home and mobile home park ordinance be reviewed but wishes to amend two sections of the ordinance until the entire ordinance can be reviewed.

A motion was made by Mayor James Mayberry, seconded by Council Member Rob Harrison, to amend the mobile home ordinance as follows: change age of mobile homes allowed from 10 years old to 20 years old and remove the word "current" HUD requirements for mobile homes because all mobile homes built since 1976 are required to be HUD certified. 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

6. City Attorney's Report

a. City Attorney's Report-April 2021

City Attorney Will Ridley reported that he is scheduling depositions for the Cantrell lawsuit and that there have not been any new lawsuits filed within the last thirty days.

This Report was received and filed.

7. City Manager's Report

a. City Manager's Report - April 2021

City Manager Greg Wood gave the monthly reports 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, special projects, utility maintenance, bonded debt, and grants.

Mr. Wood also reported the Police Dept. been very successful recently recovering stolen items.

He related that TDOT is requiring all of the easements acquired for the downtown sidewalk project (TAP grant) to be re-acquired because the documents had the old "downtown project" number on them; however, the grant has been extended a year.

This Report was received and filed.

ADJOURNMENT

The meeting adjourned at 6:28 p.m.