

# City of Crossville

392 N. Main  
Crossville, TN 38555



## Minutes

Tuesday, October 11, 2022

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*

**REGULAR MEETING - 6:00 p.m.****Call to Order**

*The Crossville City Council met for its monthly meeting on Tuesday, October 11, 2022 at Crossville City Hall. Mayor Pro Tem R.J. Crawford presided and called the meeting to order at 6:00 pm. Council member Scot Shanks provided the invocation and the Young Marines presented the colors and led the Pledge of Allegiance.*

**Roll Call**

**Present:** 4 - Council Member Scot Shanks, Council Member Rob Harrison, Council Member Art Gernt and Mayor Pro-tem R.J. Crawford  
**Absent:** 1 - Mayor James Mayberry

*Others present were City Manager Greg Wood, City Attorney Randy York, City Clerk Valerie Hale, Jessie Brooks, Heather Mullinix, Nichole Chambers, T. Chambers, Burt Allaire, Fred Houston, Kevin Music, Denise McDrummond, Steve Powell, Susan R. George, Ethan Hadley, Nicole Yang, Guo Yang, Joe Kerley, Alan Kantor, Henry Hunnicutt, Lee Lawson, and friends/family of the Young Marines.*

**1. Proclamations/Presentations****a. Presentations/Proclamations October 2022**

*Nicole Yang was presented, by Mayor Pro Tem R.J. Crawford, with a proclamation as the Student of the Month for the October character trait, responsibility.*

*Mayor Pro Tem Crawford presented Denise McDrummond with a proclamation regarding, "Celebrate Babies Week" for the week of October 17-21, 2022.*

*Mayor Pro Tem Crawford announced October as Chiropractic Health month and a proclamation was presented to him by Council members Harrison and Gernt.*

*Alan Kantor, U.S. Chess Federation, announced that the City of Crossville was chosen as 2022 Chess City of the Year.*

*Gunnery Sergeant Billups (Young Marines) presented Council member Scot Shanks and Sergeant Henry Hunnicutt with Certificates of Appreciation for their dedication and support of the Young Marines.*

**This Presentation was received and filed.**

**2. Public Comment**

*The owner of T's Icee's, T. Chambers, expressed her dissatisfaction with the way that the food truck vendors were handled for the Fly-In held recently at the Crossville Memorial Airport. She suggested that vendors be notified for all City events and asked to sign up in person at City Hall to indicate their interest two weeks ahead of the event,*

*and allow the top four to get a spot.*

**3. Appointments-NONE**

**4. Chamber of Commerce Report**

*Ethan Hadley, President/CEO of Crossville-Cumberland County Chamber of Commerce, reported on the last month's festival activities: the Apple festival, Fly-in, and Friday at the Crossroads. He also announced the Big Foot Festival, which will be held Saturday, October 15 at the Cumberland County Community Complex. The organizers are expecting 140 vendors.*

**5. Consent Agenda**

**Approval of the Consent Agenda**

**A motion was made by Council Member Scot Shanks, seconded by Council Member Rob Harrison, to approve the Consent Agenda Items A-Z, excluding Item V, recognizing that the items were discussed at the recent monthly work session. The motion carried by the following vote:**

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

**Absent:** 1 - Mayor James Mayberry

**a. Approval of minutes (09/13)**

**The Minutes were approved as recommended.**

**Ordinances on Second Reading**

**b. Ordinance amending FY 2022-2023 Budget**

*A budget amendment is necessary to correct the FY22-23 budget in the amount of \$295,625.*

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

**c. Ordinance amending FY22-23 Budget-Northwest Connector 3**

*Staff has been notified by TDOT that additional deposits will be required for the Northwest Connector 3 project due to the bid being over the original cost estimate. The City has currently received invoices in the amount of \$483,375.28; however, Staff requests a budget amendment in the amount of \$1,996,000.00 to cover all of the anticipated overages.*

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

**Ordinances on First Reading**

- d. Ordinance amending FY22-23 budget for Leaf Vacuum purchase
- The purchase of a leaf vacuum was budgeted for and approved in the 2022-23 budget in the amount of \$60,000; however, bid was awarded in the amount of \$69,500. Therefore, a budget amendment is required.*
- This Ordinance was approved on first reading.**
- e. Ordinance amending FY22-23 budget for Street Department Building
- A stud frame building was budgeted and approved in the 2022-23 budget in the amount of \$100,000; however, the bid was awarded in the amount of \$115,250. Therefore, a budget amendment is required for the overage, as well as the finish work.*
- This Ordinance was approved on first reading.**
- f. Ordinance amending FY22-23 budget for the Pedestrian Bridge Project at Meadow Park Lake
- A budget amendment is required for the pedestrian bridge project at Meadow Park Lake in the amount of \$82,000.*
- This Ordinance was approved on first reading.**

**Additional Consent Items**

- g. Approval of temporary street closure for Veterans' Day Parade
- The Cumberland County/Crossville Veterans' Parade Committee requests temporary street closures for its parade on Saturday, November 5 starting at 10 a.m. They request that the parade route begin at Cumberland County High School and end at Main Street Church of Christ. They also request the placement of promotional banners on the street lamp poles.*
- This Permit was approved as recommended.**
- h. Approval of temporary street closings for Race for Hope 5K
- Cumberland County Habitat for Humanity requests temporary street closures for a 5K Road Race/Family Fun Walk on January 1, 2023. The race will start at 1:00 p.m. with registration beginning at 12:00 p.m. The organizers propose a route that starts at the intersection of Fourth St. and Main Street at Veterans' Park and end at The Depot.*
- This Permit was approved as recommended.**
- i. Approval of Hilltoppers, Inc. Outdoor Advertising Device Variance
- Hilltoppers, Inc. desires to place a sign on the corner of Industrial Boulevard and Duer Court, on a parcel of land owned by the City of Crossville. They are requesting a lease agreement to place their sign on the City's property; however, the City Attorney has advised an agreement is not necessary. Hilltoppers is also requesting a variance from*

*the sign ordinance due to the sign structure material. By definition, the sign they wish to erect is classified as an outdoor advertising device and the current ordinance requires a steel structure for outdoor advertising devices. The ordinance also states that the City Council serves as the Sign Board to review and evaluate variance requests.*

**This Permit/Variance was approved as recommended.**

**j.** Approval of 2023 Alcohol Enforcement Grant contract

*The City and its Police Department have been awarded an Alcohol Enforcement Grant in the amount of \$24,977.20 by the Tennessee Department of Safety. This money will be used for overtime and programs related to driving under the influence. There is not a local match required.*

**This Contract was approved as recommended.**

**k.** Approval of contract with Flynn Sign Co. Inc.

*The City Manager proposes a contract for advertising with Flynn Sign Co. Inc. in the amount of \$900 per month. This includes a digital monthly rotation to one of six locations: West Avenue at 5-points, S. Main across from CMC, N. Main at Cumberland Plaza, Peavine Road across I-40, North Main St. at Elmore Road intersection, and Lantana Road and Dunbar Road intersection. It also includes a rotation at the 5-Points (downtown side) location.*

**This Contract was approved as recommended.**

**l.** Approval of Street Light Replacement on US Highway 127 North (Neecham Street to Interstate 40)

*The street lights along Hwy 127 North from Neecham Street to Interstate 40 are very old, and the City pays VEC to maintain these lights. The price of a ballast sometime exceeds the cost of a replacement LED. Almost anytime VEC troubleshoots a light that isn't working, the cost of labor and materials exceeds the cost of replacing the fixture with an LED fixture.*

*It is estimated that the full replacement of the fixtures from would cost \$71,166.00. The payback in electrical cost is estimated to be seven years and the lights have a ten-year warranty. Staff believes the payback would drop to about four years because there would be virtually no maintenance. VEC also owns 36 of the lights and prefers that the City take over ownership of the lights at a depreciated cost of \$213 each for a total ownership cost of \$7,668.*

**This Contract was approved as recommended.**

**m.** Approval of TDOT contract for Tree Obstruction Removal

*TDOT is developing a standard contract for the Obstruction Removal Project. The contract will be for \$555,600 grant funds. This contract will not include \$110,000 of the grant funds from the Federal Bi-Partisan Infrastructure Law (BIL). The BIL monies should be made available in the next 120 days.*

*Staff recommends the approval of the standard TDOT contract, so the Contractor can start the obstruction clearing with the understanding that if the BIL grant is not*

*received in time or is not approved, the City would be responsible for the additional cost of the project.*

**This Contract was approved as recommended.**

**n. Approval of Airport Terminal Renovations professional services contract**

*The City applied for an FAA Bipartisan Infrastructure Law (BIL) Grant for the renovations of the Airport Terminal Building. The City has been awarded this grant for the estimated total construction cost of \$649,980.00, which includes a match from the City at an amount of \$32,000.*

*The City awarded a contract with Atkins for the design of a "Design Build" project because of the FAA grant timeline. The FAA has now relayed to TDOT that the monies would be turned over to TDOT by the designated grant date and the project timeline did not require such a fast pace which required the "Design Build" process.*

*The City requested that Atkins provide a contract for a conventional "Design, Bid, Construct" project in the amount of \$63,200. This amount also includes services for a Documented CATEX. This will replace the previous approved "Design, Build" contract, and is an increased contract amount because of the additional services in the contract. Staff recommends approval of the contract.*

**This Contract was approved as recommended.**

### **Bids/Purchases**

**o. Approval of Fire Department Squad Vehicle Disposal**

*Crossville Fire Rescue requests approval to surplus a 2009 Dodge Ram 5500 Utility Squad. The squad is currently being replaced. The vehicle is valued at \$18,000.00. The Fire Chief recommends disposal of the vehicle by auction.*

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

**p. Approval for Purchase of Police Patrol Vehicles**

*Crossville Police Department consulted the TN State bid for police patrol vehicles. A bid was received and Police Chief Brooks recommends Alan Jay Fleet Sales bid of \$96,359 (\$48,179.50 ea.) for 2 fully equipped Ford Police Interceptor Utility Vehicles, that are currently in stock. A budget amendment is not necessary.*

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

**q. Approval of payment to Roane State Community College**

*City Council approved the FY22-23 budget with a placeholder for a \$100,000 donation to Roane State for the nursing lab expansion. An official request has been received from the college for payment.*

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

r. Approval to award bid for the Pedestrian Bridge Project at Meadow Park Lake

*Bids were received on September 20th for the Pedestrian Bridge Project at Meadow Park Lake. Bids were received from Superior Drainage Product in the amount of \$81,636.50 and Bridge Brothers, Inc in the amount of \$79,556.00. The bid from Bridge Brothers did not meet the specifications and staff recommends the bid be awarded to Superior Drainage Product Inc. in the amount of \$81,636.50. A budget amendment will be required.*

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

s. Approval to purchase Right-of-Way Mowing Equipment

*The Maintenance Department Manager obtained a price quote from Dickson County Equipment Company, Inc. for Right-of-Way mowing equipment for the purchase price of \$146,964.24. Dickson County Equipment Company, Inc. has a contract with the State of Tennessee, Central Procurement Office for right-of-way mowing equipment. The Maintenance Department Manager has reviewed the quote and recommends purchasing the right-of-way equipment for \$146,964.24. The equipment was budgeted for and approved in the 2022-2023 budget.*

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

t. Approval to purchase Open Front Extreme Duty Dual Direction Brush Cutter

*The Maintenance Department Manager accepted bids for a new open front extreme duty dual direction brush cutter. The manager reviewed bids submitted and recommends accepting the low bid from Mountain Farm International for the purchase price of \$14,950.00. This item was budgeted for and approved in the 2022-23 budget.*

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

u. Approval to purchase Grapple Rake

*The Maintenance Department Manager accepted bids for a new 84" Grapple Rake. The manager reviewed bids submitted and recommends accepting the low bid from Mountain Farm International for the purchase price of \$5,391.00. This item was budgeted for and approved in the 2022-23 budget.*

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

v. Approval of the bid for Axon body and in-car police cameras

*Bids were received on August 23, 2022 for body cameras and in-car cameras for the Police Department. Seven bids were received. After much review and research, staff recommends approval of the purchase of the Axon cameras in the amount of \$362,887.94, which is lower than the initial bid Axon submitted. Chief Brooks recommended paying \$200,000 in FY22-23, which is the amount budgeted; and \$40,722 annually for the next four years. There are not any finance charges or interest for taking advantage of payment plan.*

**A motion was made by Council Member Art Gernt, seconded by Council Member Scot Shanks, to purchase Axon body and in-car police cameras with a**

**4-year payment plan with \$200,000 as the down payment. The motion carried by the following vote:**

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

**Absent:** 1 - Mayor James Mayberry

**w.** Approval to purchase Leaf Vac

*The Street Department Manager obtained and reviewed bids for a leaf vac. He recommends purchasing the leaf vac from the highest bidder, CMI Equipment Sales, Inc. in the amount of \$69,500. The bid received from Jet Vac Equipment Company, LLC did not meet specifications. This equipment was budgeted for and approved in the 2022-23 budget. However, the purchase will require a budget amendment.*

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

**x.** Approval to purchase Stud Frame Building for Street Department

*The Street Department Manager reviewed the only bid received for the construction of the stud frame building from Stubbs Construction Services, LLC. He recommends awarding the bid to Stubbs Construction Services, LLC for the amount of \$115,250. This item was budgeted for and approved in the 2022-23 fiscal year budget. However, this item will require a budget amendment due to the rise in costs of materials.*

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

**y.** Approval to dispose surplus equipment-Street Department

*The Street Department Manager requests permission to declare three pieces of equipment as surplus to be auctioned off: Street sweeper (Asset ID 2152), 2006 Ford (Unit 616), and 1997 Chevrolet (Asset ID 0817).*

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

**z.** Approval to repair flocculator pumps at Meadow Park Lake Water Treatment Plant

*Staff requests approval to repair flocculator pumps in the amount of \$16,300.78. A budget amendment is not necessary.*

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

**6. Other Business-NONE**

**7. City Attorney's Report**

**a.** City Attorney's Report-October 2022

*City Attorney Randy York reported that there have not been any lawsuits filed since his last report.*

**This Report was received and filed.**



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

*City Manager Greg Wood reported on monthly revenue reports on sales tax (continuing to increase), wholesale beer tax, liquor tax, and hotel/motel tax. He also provided monthly reports for police & fire, airport, water loss and building permits.*

*Mr. Wood reminded everyone that burn permits will be required beginning October 15 for Cumberland County.*

**This Report was received and filed.**

**ADJOURNMENT**

*With no further business, Mayor Pro Tem Crawford adjourned the meeting at 6:28 p.m.*