

# City of Crossville

392 N. Main  
Crossville, TN 38555



## Minutes

Tuesday, June 13, 2017

6:00 PM

Council Chambers

## City Council

*Mayor James Mayberry*  
*Mayor Pro-Tem J. H. Graham, III*  
*Council Member Pamala Harris*  
*Council Member Scot Shanks*  
*Council Member Danny Wyatt*  
*City Manager Greg Wood*  
*City Clerk Sally Oglesby*

**PUBLIC HEARING**

*The City Council for the City of Crossville held a public hearing to receive comments from the public on the proposed budget and tax rate for FY2017-18. Mayor James Mayberry was present and presiding. He called the public hearing to order at 5:30 p.m*

**Present:** 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, Council Member Scot Shanks and Mayor James Mayberry

**Proposed budget and tax rate for FY2017-18**

*Mayor Mayberry reported that the tax rate is projected to remain the same. He requested comments from the public regarding the proposed budget and tax rate.*

*With no comments, the public hearing was adjourned at 5:32 p.m.*

**This Public Hearing was received and filed**

**REGULAR MEETING**

*The City Council held its regular monthly meeting on Tuesday, June 13, 2017, at Crossville City Hall.*

**Call to Order**

*Mayor James Mayberry was present and presiding. He called the meeting to order at 6:00 p.m. The invocation was given by Ralph Reagan of the Bread of Life Rescue Mission. The Young Marines presented the colors and led the Pledge of Allegiance.*

**Roll Call**

**Present:** 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, Council Member Scot Shanks and Mayor James Mayberry

*Others present were City Manager Greg Wood, City Attorney Will Ridley, City Clerk Sally Oglesby, Mark Rosser, David Beaty, Gary Nelson, Valerie Hale, Andy Vaughn, Wm. D. Dauterman, Jim Young, Ralph Reagan, Tammie French, Randall Kidwell, Kevin Music, Brad Allamong, Vancieneta Wisdom, Glenda Wisdom, Tom Bailey, J.D. Barnes, J.J. Orloff, D.N. Grant, Dr. Mark Fox, Lori Neal, Tom Isham, Chris Bennett, Chris South, Mike Turner, Kathy Vanlandingham, Dout Parkey, Levonn Hubbard, Billy Loggins, and Sherley Wyatt.*

**1. Proclamations/Presentations**

- a) Amateur Radio Field Day
- b) Cumberland County and Cumberland County EMS

*Amateur Radio Field Day proclamation for June 24-25 as Amateur Radio Field Day. Fire Chief Mike Turner recognized Cumberland County EMS and Dr. Mark Fox for*

*donating 3 advanced life support cardiac monitors to the Crossville Fire Department.*

**The Proclamation was presented**

## 2. Public Comment

*Vancieneta Wisdom spoke to the Council regarding the article she wrote on Garrison Park and that she didn't appreciate the changes that were made in revisions by Sally Oglesby. She asked for money to retain the entrance gate.*

## 3. Appointments

Crossville Housing Authority

*Christy Hale was administered the Oath of Office for a seat on the Crossville Housing Authority Board by Mayor Mayberry.*

**This Appointment was made.**

## 4. Consent Agenda

### Approval of the Consent Agenda

**A motion was made by Mayor Pro-tem J. H. Graham , seconded by Council Member Danny Wyatt, to approve items "a-ff", except "b" and "i", on the Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, Council Member Scot Shanks and Mayor James Mayberry

#### a. Approval of minutes (5/9, 5/18, 6/6)

**The Minutes were approved as recommended.**

### Ordinances on Second Reading

#### b. Ordinance amending the FY2016-17 budget for Garrison Park renovations

*Councilmember Wyatt asked about the status of the requirements to remove the perimeter fencing and the demolition of the grandstand. Mayor Mayberry reported the letter had been sent on the fence, but the answer had not been received. He further stated that the grandstand is one of the health issues and was included in Phase I. Field A is not included in this phase and not affected. A new back stop will have to be added when the grandstand is removed. An attempt will be made to have an answer on the fence by June 29.*

**A motion was made by Council Member Danny Wyatt, seconded by Mayor Pro-tem J. H. Graham, that the budget amendment be passed on second reading. The motion carried by the following vote:**

**Aye:** 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, Council Member Scot Shanks and Mayor James Mayberry

- c. Ordinance amending §14-705 of the Crossville Municipal Code pertaining to tree removal  
**This Ordinance was approved on second reading.**
- d. Ordinance adopting the FY2017-18 budget  
**This Ordinance was approved on second reading.**
- e. Ordinance adopting the FY2017-18 tax rate  
**This Ordinance was approved on second reading.**
- f. Ordinance amending the FY2016-17 Budget for year-end adjustments  
**This Ordinance was approved on second reading.**

#### **Ordinances on First Reading**

- g. Ordinance adding 18-107(C)(4) to the Crossville Municipal Code regarding sewer extensions outside the City limits, but in an existing development  
*As discussed at the May Council meeting, based on the direction given by City Council, staff has prepared an ordinance to allow for sewer extensions outside the city limits, but in an existing development if they meet all the conditions. The ordinance requires final approval by City Council to authorize the extension and to charge the Special Tap Fee. The Special Tap Fee will be calculated on a per parcel basis. There would be no charge to the property owner unless or until they are ready to connect to the sewer line. This ordinance only allows the City to provide a framework to install sewer lines in a qualified area, but does not require it.*  
**This Ordinance was approved on first reading.**

#### **Additional Consent Items**

- h. Approval of Change Order #1 with Lori Neal & Associates on Safe Routes to Schools Project  
*A change order was recommended for approval on the Myrtle Ave/Fourth Street sidewalk project with Lori Neal & Associates. Major items included in the change order are additional pavement for driveway tie-ins, testing for the concrete as required by TDOT and additional stone quantities. Also included in the change order is a time extension of 90 days because of weather delays, additional work contained in this change order, and the overhead utility relocation on Myrtle.*  
**The Contract Change Order was approved as recommended.**

i. Approval of Amendment #1 to Agreement with Crossville Aero

*Amendment #1 memorializes the agreement between the City of Crossville and Crossville Aero on the lease of the corporate hangar and the raising of the fuel flow fee from Five Cents (5¢) to Ten Cents (10¢) per gallon.*

*It was requested that the City Attorney be involved in the drafting of contract amendments. The City Attorney had no issues with the amendment.*

**A motion was made by Mayor James Mayberry, seconded by Council Member Danny Wyatt, that Amendment #1 be approved. The motion carried by the following vote:**

**Aye:** 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, Council Member Scot Shanks and Mayor James Mayberry

j. Approval of application for a PetSafe Grant

*The Recreation Department requested permission to apply for the PetSafe "Bark for Your Park" Grant for dog park equipment.*

**The grant application was approved as recommended.**

k. Approval for application for Blue Cross Blue Shield TN Narcan grant

*Blue Cross Blue Shield is offering grants for training and supplies of Narcan (naloxone) to law enforcement agencies in Tennessee. Narcan has proven itself to be a lifesaver for people who are experiencing drug overdose. Crossville Police Department requested 100 units (two for each officer, four for the Tactical Response Medic Kit, and ten for the K9 Division). This is a 100% grant and total cost requested from Blue Cross Blue Shield is \$4,900. If the grant is awarded, a sustainability plan for the re-supply of the kits would be placed into the police department's annual budget.*

**The grant application was approved as recommended.**

l. Approval for Application for Tennessee Agriculture Enhancement Program Grant (TAEP)

*The goal of TAEP (Tennessee Agricultural Enhancement Program) tree planting grant is to increase the tree resource base in cities and towns across the State of Tennessee. TAEP community tree planting grants require a 50-50 cash match. Match will be allowed for trees, shipping, purchased mulch, contracted planting, acknowledgement sign, and gator bags only. Urban Forester, Seth Harrison, recommended the replacement or planting of 86 trees on Main Street, Industrial Boulevard, City Hall, and Meadow Park Lake. Also included in the grant application is a request for mulch, gator bags, and an acknowledgement sign for total project cost of \$10,000. The City would be required to match 50%, \$5,000. This amount would need to be added to the 2017-2018 budget.*

**The grant application was approved as recommended.**

### **Annual Bid Contracts - Consent Agenda**

*(Bid tabulations are attached and made a part of these minutes.)*

- m.** Paper Products/Plastic Bags
- The Finance Department recommended acceptance of the bid of AVM Enterprise for an annual price contract for paper products/plastic bags.*
- The annual price contract was approved as recommended.**
- n.** Bulk Coarse Salt
- It was recommended that the low bid submitted by Compass Minerals for the purchase of bulk coarse salt be accepted.*
- The annual price contract was approved as recommended.**
- o.** Asphalt (paving and pick-up)
- It was recommended that the sole bid from Rogers Group be accepted for asphalt (paving and pick-up).*
- The annual price contract was approved as recommended.**
- p.** Cold Milling of Asphalt
- It was recommended that the bid submitted by Rogers Group be accepted for cold milling of asphalt.*
- The annual price contract was approved as recommended.**
- q.** Cold Mix
- It was recommended that the low bid submitted by Quality Pavement Repair be accepted for cold mix.*
- The annual price contract was approved as recommended.**
- r.** Plastic Pipe
- It was recommended that the bid submitted by Tays Inc. be accepted for the purchase of plastic pipe. Tays Inc. is the low bid on the products ordered most often.*
- The annual price contract was approved as recommended.**
- s.** Asphalt Striping
- It was recommended the low bid submitted by Volunteer Highway Supply be accepted for asphalt striping.*
- The annual price contract was approved as recommended.**
- t.** Ready Mix Concrete
- It was recommended that the bid submitted by IMI Concrete be accepted.*
- The annual price contract was approved as recommended.**

**u. Waterline Supplies**

*Annual bids were received on waterline supplies. The following recommendations were made:*

*Primary Suppliers:*

*Consolidated Pipe & Supply: (Saddles Smith Blair), ¾" PE Muncipex CTS Service Tubing 500' coils, 1" PE Muncipex CTS Service Tubing 500' coils, Smith Blair ¾" X 3" full circle clamp for service tubing*

*HD Supply: Master Meter 5/8" X ¾", Master Meter 1", Master Meter 1 ½", 2" Meter with flange connector, 2" DB compound meter, 3" DB compound meter, 4" DB compound meter, 18" plastic meter box (Carson-Brooks) plastic lid, 17" X 30" plastic meter box 18", Master Meter Register 5/8" USG 3G DS-Optics NL, Master Meter Register 5/8" USG 3G DS-Interpreter LCD, Octave meters*

*Southern Pipe: Corp Stops (Ford) ¾", Coupling for ¾" service tubing brass, ¾" Meter yokes (Ford) 7" rise, Brass Saddles Ford, 2" Ford Setter w/ball valve-w/check valve & bypass, 1" Ford meter yoke 10" rise w/double check valve*

*Hayes Pipe Supply: 15" concrete meter box w/C1 reader flip lid*

*National Meter: Badger meters*

*Alternate Suppliers: (when not available from primary supplier)*

*HD Supply: Corp Stops (Ford) ¾", Smith Blair ¾" X 3" full circle clamp for service tubing, ¾" Meter yokes (Ford) 7" rise, Brass Saddles Ford, 2" Ford setter w/ball valve-w/check valve & bypass, Coupling for ¾" service tubing brass*

*Southern Pipe: Saddles Smith Blair, ¾" PE Muncipex CTS Service Tubing 500' Coils, 1" PE Muncipex CTS Service Tubing 500' coils, 17" X 30" plastic meter box 18"*

*Consolidated Pipe & Supply: 18" plastic meter box (Carson-Brooks) plastic lid, 15" concrete meter box w/C1 reader flip lid, 1" Ford meter yoke 10" rise w/double check valve*

**The annual price contracts were approved as recommended.**

**v. Floor Care (2 year bid)**

*Cumberland Carpet Care was recommended for approval for a two year price contract for floor care.*

**The two-year price contract was approved as recommended.**

**w. Tires Installation**

*The sole bid from Shadden Tire Co. was recommended for tires/installation.*

**The annual price contract was approved as recommended.**

**x. Grinder pumps**

*Bids were received for a 2017-2018 price contract on grinder pumps. Water/Sewer Maintenance recommended Field's Engineering for Liberty pumps and Water & Waste for the Hydromatic pumps.*

**The annual price contracts were approved as recommended.**

**y. Fertilizer 2017-2018**

*The low bid from Site One Landscape was recommended.*

**The annual price contract was approved as recommended.**

**z. Chemicals**

*Bids were received for the annual price contracts on chemicals for the water plants and are recommended as follows:*

*Caustic: CORECHEM*

*Fluosilicic Acid, Sodium Bicarbonate, Granular Salt, Norit Hydrodarco, Norit PAC: Dycho Company. There was a tie bid on sodium bicarbonate, Water Resources is recommending to continue with Dycho Company as they have been providing the product for the last year. Dycho Company was not the low bidder on Norit; however, Thatcher did not submit a product that met specifications. Dycho Company was not the low bidder on granular salt; however, the low bidder has not provided good customer service to the City of Crossville in the past.*

*Zinc Ortho Phosphate, Sodium Permanganate, Sodium Thiosulfate: Shannon Chemical*

*Polymer: Thermo-Dyne*

**The annual price contracts were approved as recommended.**

**aa. Janitorial Services**

*Annual bids were received on janitorial services at the Police Department, Public Works Office, Recreation Offices, City Hall, Catoosa Department, and the Palace Theatre. It was recommended that the City award the bid to Chano & Sons for Janitorial Services. Chano & Sons was not the lowest bid received. After researching, the company that bid the lower amount had not visited our facilities and inspected the areas that were to be maintained; they do not have any contracts within the State of Tennessee; and did not submit proof of insurance coverage within the bid packet. Several favorable responses from the references that Chano & Sons provided were received.*

**The annual price contract was approved as recommended.**

**bb. Medical Screenings**

*It was the recommendation of staff to use Fast Pace Urgent Care primarily for all medical screenings for fiscal year 2017-2018. TN Drug & Alcohol will be used as a secondary provider for after hours screenings.*



**The annual price contract was approved as recommended.**

**cc. Publications**

*A two year price was requested for legal advertising in the newspaper. Crossville Chronicle was the sole bidder and was recommended for approval.*

**A two-year price contract was approved as recommended.**

**dd. Galvanized Pipe**

*The City of Crossville has accepted bids for galvanized pipe. The Street Department Supervisor reviewed all bids and recommended purchasing pipe from The Feed Store.*

**The annual price contract was approved as recommended.**

**ee. Crushed Stone**

*It was recommended that the bid submitted by Lhoist North America (Franklin Limestone) be accepted for crushed stone.*

**The annual price contract was approved as recommended.**

**ff. Lab Analysis**

*The sole bid from Environmental Science Corp was recommended for a price contract for 2017-2018.*

**The annual price contract was approved as recommended.**

**5. Bids/Purchases**

**a. Special City Census**

*Requests for Proposals were requested for a Special City Census. Two proposals were received. Staff recommended the approval of Arnold Harbolt to conduct a special census. The Town of Farragut contracted with Mr. Harbolt in 2016 and gave a strong recommendation.*

**A motion was made by Mayor Pro-tem J. H. Graham, seconded by Council Member Scot Shanks, that Arnold Harbolt be approved to conduct a special census for the City of Crossville. The motion carried by the following vote:**

**Aye:** 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, Council Member Scot Shanks and Mayor James Mayberry

**b. Water Meters**

*The Catoosa Department requested approval to purchase 204 water meters from HD Supply with the money remaining in this year's budget for the department. The cost is \$29,359.68. They are covered under the current annual price contract.*

**A motion was made by Mayor Pro-tem J. H. Graham, seconded by Council Member Pamala Harris, that this purchase be approved. The motion carried by**

the following vote:

**Aye:** 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, Council Member Scot Shanks and Mayor James Mayberry

## 6. Marketing Report

### June Marketing Report

*Marketing Director Billy Loggins updated the Council on the following:*

- *WCTE recently held their annual auction. Cumberland County Playhouse manned the phones during the event.*
- *Antique Tractor and Engine Show and Quilt Show is this weekend at the Complex*
- *Retailer Trade Area has been updated*
- *National Hiking Day...Jim Lamb Challenge, held June 3 with approximately 60 hikers participated*
- *Kids Fishing Derby was held last weekend*
- *Tennessee Parent/Child State Tournament will be held this weekend*
- *Tennessee Senior Olympics – Begins Sunday through Tuesday in Cumberland County for the golf. Other games will be following in Franklin. With the sponsorship of Blue Cross/Blue Shield, they are establishing their first Hall of Fame and Eddie Liskovec from Cumberland County will be in the first class to be enshrined in June.*
- *Friday Night Air Summer Concert Series will be June 23*
- *Tennessee Arts Commission – They are celebrating their 50th anniversary. The Commission helps fund Cumberland County Playhouse and the Hispanic Festival. The purchase of specialty license plates helps provide revenue for their grants.*
- *Community Events page on Facebook is continually updated and growing*
- *4th of July Events - kids activities start at 5:00*
  - o *Community Choir Performance – at the amphitheater*

**This Report was received and filed**

## 7. Cumberland County/Chamber Report

*Brad Allamong updated the Council on the Younger & Associates report and highlighted some of the findings. As part of the contract that is being prepared, the Chamber will be providing significantly more reports and data to the Council. More time will be focused on workforce development. We have received 6 requests for information on potential industrial prospects and have one visit scheduled for next week.*

## 8. Other Business

### a. Approval of Industrial Site Development grant contracts

*Approval is required for the grant contract for the \$500,000 grant for the industrial site building pad. With the County contributing up to \$250,000 in local matching funds, an interlocal agreement was prepared by the City Clerk to outline the process for the administration, receipt, and disbursement of funds. This agreement has been signed by the County Mayor.*

*As part of the grant, the City is required to apply for the Tennessee Sites Certification Program for this property. Authorization to provide this paperwork was requested.*

**A motion was made by Mayor James Mayberry, seconded by Mayor Pro-tem J. H. Graham, that the grant contract, Interlocal Agreement, and application to the Tennessee Sites Certification Program be approved. The motion carried by the following vote:**

**Aye:** 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, Council Member Scot Shanks and Mayor James Mayberry

## 9. City Attorney's Report

### City Attorney's Report

*City Attorney Will Ridley reported that he was in Chancery Court and the sale of 997 Prentice St was approved. That sale has been scheduled on August 4, 10:00 a.m., at the property. The Court also approved 131 Netherton Lane and 509 Lantana Road for demolition. In August, after the demolition is completed, he will go back to court to ask to sell the properties. Two condemnation cases on the Northwest Connector have been filed. We are being required to go back and get legal descriptions on all the properties. This is a new requirement from TDOT.*

*A delinquent tax sale will be held this summer and some delinquent tax properties in the City will be included. Randall Kidwell was recognized by the Mayor and spoke regarding not receiving notice that there were delinquent taxes owed on a property that he had purchased. The matter will be reviewed.*

**This Report was received and filed**

## 10. City Manager's Report

### City Manager's Report

*City Manager Greg Wood provided the monthly revenue reports for local option sales tax, liquor fees, and wholesale beer. He also provided a report on building permits and special projects. All the bagged water hydrants downtown have now been removed.*

*Leak Adjustment-Based on previous precedent, the City Manager requested to make an adjustment to meter number 11509647. The proposal is to adjust the sewer amount to the customer's average, which is \$26.39, totaling \$542.13 in a sewer adjustment and also waiving the late charge of \$97.11. The remaining balance would be \$468.29.*

*He reported that a schedule will be set this week for the concrete crew on the sidewalks.*

**A motion was made by Mayor Pro-tem J. H. Graham, seconded by Council Member Scot Shanks, that the leak adjustment be approved. The motion carried by the following vote:**

**Aye:** 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, Council Member Scot Shanks and Mayor James Mayberry

## ADJOURNMENT

*With no further business, the meeting was adjourned at 7:00 p.m.*

