

# City of Crossville

392 N. Main  
Crossville, TN 38555



## Minutes

Tuesday, May 11, 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 May 11, 2021 at Crossville City Hall. Mayor James Mayberry was present and presiding. He called the meeting to order at 5:45 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. Beef and Barrel Restaurant and Lounge**

*Michael Wyatt has applied for an on-premises beer permit for Beef and Barrel Restaurant and Lounge located at 1112 West Ave.*

*Chief Jessie Brooks reported a clear-records report and recommended approval for the permit.*

**A motion was made by Council Member Art Gernt, seconded by Council Member Rob Harrison, to approve 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. Ruby Tuesday #3149**

*An application has been received from Ruby Tuesday Operations, LLC for an on-premises beer permit for Ruby Tuesday #3149 located at 2316 North Main St. The applicant recently purchased the assets of the former beer permittee, Ruby Tuesday, Inc. and is filing a new beer permit application since the transaction involves 100% change in the ownership.*

*Chief Jessie Brooks reported a clear-records report and recommended approval of the permit.*

**A motion was made by Council Member Art Gernt, seconded by Council Member Rob Harrison, to approve the 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 business, the Crossville Beer Board adjourned at 5:47 p.m.*

## **PUBLIC HEARING - 5:50 p.m.**

### **1. Proposed Capital Improvement Plan 2021-2030**

*A public hearing was held to receive comments from the public regarding the proposed 2021-2030 Capital Improvement Plan. No public comments were given.*

**This Public Hearing was received and filed**

## **PUBLIC HEARING - 5:55 p.m.**

### **1. Annexation Progress Report**

*A public hearing is required to provide an update on the annexation and plan of services for Tax Map 100, Parcel 1.00 on West Avenue, consisting of 84.03 acres. All*

services have been provided as requested by the owner/developer. No public comments were given.

**This Public Hearing was received and filed.**

## **REGULAR MEETING - 6:00 p.m.**

### **Call to Order**

*The City Council for the City of Crossville met for its monthly meeting Tuesday, May 11, 2021, at Crossville City Hall. Mayor James Mayberry was present and presiding. He called the meeting to order at 6 p.m. Council Member Scot Shanks gave 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

*Other present were City Manager Greg Wood, City Attorney Will Ridley, Assistant City Clerk Malena Fisher, Tim Begley, Lee Lawson, Jessie Brooks Chris South, Kevin Music, Billy Martin, Darian Dykes, Danny Thurman, Dr. Mark Fox, Ethan Hadley, Gladys McNeal, Tom Isham, Doug Brady, Michael Brady, Scott Humphrey, Cheryl Duncan, and members, friends and family of the Young Marines.*

#### **1. Proclamations/Presentations-NONE**

#### **2. Public Comment**

*No public comments were given.*

#### **3. Appointments**

##### **a. Crossville Housing Authority**

*Gladys McNeal was re-appointed by Mayor Mayberry for an additional 5 year term on the Crossville Housing Authority. She is a resident and fulfills the requirement to have at least one resident on the Board. She was sworn in by Mayor Mayberry.*

#### **4. Chamber of Commerce Report**

*Chamber President Ethan Hadley reported on four key areas for the Crossville-Cumberland County Chamber of Commerce:*

- 1) Membership – the Chamber’s membership has topped 400 now. The Chamber is participating in several grand openings and ribbon-cutting events.*
- 2) Relocation – the area is continuing to see relocations from across the United States and those numbers continue to increase.*
- 3) Tourism – Chamber staff participated in Tennessee Tourism Week recently, greeting visitors at the Smith County Welcome Center.*
- 4) Economic Development – the Chamber currently has about six active projects and is actively recruiting new industry, as well as updating its list of available sites and buildings.*

*The Chamber will host the Legislative Breakfast on Monday, May 17, at TCAT. The Chamber is also working to revamp its website and should be launching it soon, and the Explore Crossville website is active and a valuable resource for residents and visitors.*

#### **5. Consent Agenda**

**A motion was made by Council Member Rob Harrison, seconded by Council**

**Member Scot Shanks, that this 5. Consent Agenda a- mm, with the exception of item g, Ordinance amending Titles 7 and 12 of Codes. 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 (04/13, 04/22)

**The minutes were approved.**

### **Ordinances on Third Reading**

**b.** 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 adopted on third reading.**

**c.** 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 adopted on third reading.**

**d.** Ordinance amending Mobile Home and Mobile Home Park Ordinance

*Council wishes 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.*

**This Ordinance was adopted on third reading.**

### **Ordinances on First Reading**

**e.** Ordinance amending FY20-21 Budget Economic Development Hotel Occupancy Tax

*The Finance Director requests a budget amendment for the fiber work completed on Tennessee Avenue.*

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

**f.** Ordinance approving FY21-22 budget and Tax Rate (In Title Only)

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

**g,** Ordinance amending Title 7 &12, Building, Fire, Utility, etc. Codes

*Council wanted to table this item until further information can be gathered on it.*

**A motion was made by Council Member Rob Harrison, seconded by Council Member Scot Shanks, to table this ordinance. 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

### **Additional Consent Items**

**h.** Adoption of the 2021-2030 Capital Improvement Program

*By Charter, the City Council is required to adopt the Capital Improvement Program. The draft CIP is available to review on the City's website under the Finance Department's page.*

**This Resolution was approved.**

**i.** Approval of temporary street closings for Friday at the Crossroads

*Friday at the Crossroads is being planned for 2021. The committee requests the following dates and streets to be closed:*

*June 4, 2021 Event (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 6, 2021 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*

*October 1, 2021 Event (3:45 p.m.-8:15 p.m.)*

*December 3, 2021 Event (3:45 p.m.-8:15 p.m.) If possible, close Second St. last.*

- *Main St. from Hwy 70 to Neecham St.*
- *Fourth Street 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.*

**This Permit was approved.**

**j.** Approval of temporary street closings for Taste of Crossville

*DCI is planning the annual Taste of Crossville for Thursday, September 9. They*

*request street closings as follows from 3:00 p.m. to 9:00 p.m.:  
Main Street from Neecham to 4th  
Taylor Avenue from Thurman Street to Main Street*

**This Permit was approved.**

- k.** Approval of contract for engineering & professional services for Bridge Over Obed River Utility Relocation (PIN 124053.00)

*Approval is requested for contracts with Hussey Gay Bell (Robert Stigall) for the engineering (water and sewer) of the utility relocation on Bridge Over Obed River project on Hwy 70 N (SR 24).*

**This Contract was approved.**

- l.** Approval of 2020 CDBG Bid Award and Cost Overrun

*Bids were received April 20, 2021 for the CDBG sewer rehab project. There were four bids received with Bobby Luttrell & Sons, LLC being the low bidder in the amount of \$814,920. The estimate for construction was \$430,400 (\$394,500 construction and \$35,900 contingency). The increased price is due to an increase in the cost of Materials. The engineer feels the bids are both competitive and responsive. Staff requests approval of the cost overrun and award the bid to Bobby Luttrell & Sons, LLC. A budget amendment is not required since the project won't begin until FY21-22.*

**This Contract was approved.**

- m.** Approval of WATE Camera Hosting Agreement

*The City Manager requests approval of the agreement regarding the Weather Cam housed on the roof of City Hall. There are no costs involved and the term is for two years with automatic renewal.*

**This Contract was approved.**

- n.** Approval of contract Amendment 2 with CT Consultants for additional Engineering Services on the Downtown Improvement Project

*Amendment 2 to CT Consultants is needed for additional engineering services. We believed that documents and previous approvals from TDOT would move forward with this project and TDOT is requiring many of engineering pieces of the project to be reworked.*

**This Contract was approved.**

- o.** Approval of contract for Inspection of Utilities with Gresham Smith

*Gresham Smith has provided a contract to provide a resident Project Representative for the inspection of the utility installation on Phase 3 of the Northwest Connector. The contract is an hourly contract with not to exceed prices of \$167,250 for water and \$200,000 for sewer. TDOT will reimburse 20% on the water and 6% on the sewer. The Director of Engineering recommends the approval of the contract. This will be a budgeted item for FY21-22.*

**This Contract was approved.**

- p.** Approval of grant application to the Department of Justice for grant money to purchase police vests

*The Department of Justice provides a grant program to pay 50% of costs for the purchase of vests for the police officers. Applications are due June 14, 2021.*

**This Contract was approved.**

## **Bids/Purchases**

**q.**

**Police Uniforms FY21-22**

*Police Chief Jessie Brooks reviewed the annual bids for police uniforms. Summit Uniforms had the low bid for the most frequently ordered items. Chief Brooks recommends approval of the Summit Uniforms bid for FY21-22.*

**This Bids/Purchases was approved.**

**r.**

**Fire Uniforms FY21-22**

*Fire Chief Chris South reviewed bids for Fire Department uniforms and recommends awarding the price contract to CMS Uniforms because it meets specifications and because of past customer service.*

**This Bids/Purchases was approved.**

**s.**

**Fire Rescue Gear FY21-22**

*Fire Chief Chris South reviewed bids for Fire Rescue Gear and recommends awarding the price contract to NAFECO, the only vendor which bid per specifications.*

**This Bids/Purchases was approved.**

**t.**

**Fire Protective Gear (Fire Turnouts) FY21-22**

*Fire Chief Chris South reviewed bids for Fire Protective Gear (Fire turnouts). To meet necessary safety standards and exact specifications, he recommends awarding the following:*

*TN Fire Equipment – Fire Coat, Pant, Suspender and Glove*

*EVS – Fire Helmet, Helmet Front, Tag Ring, Spokane Belt, Anchor/Hook pull strap, Multi-Use strap w/carabiner, Core w/8" lanyard, 40' Core Tech w/talon hook, and boots.*

**This Bids/Purchases was approved.**

**u.**

**Pest Control FY21-22**

*The City Clerk has reviewed the annual bid for Pest Control and recommends awarding the price contract to the low bidder, Advanced Termite and Pest Control, for FY21-22.*

**This Bids/Purchases was approved.**

**v.**

**Water Line Supplies FY21-22**

*Utilities Supervisor Billy Martin and Catoosa Utility Supervisor Jeff Johnson reviewed the annual bids and recommend price contracts for the following:*

*CORE & MAIN: Smith Blair Saddles, Master Meters, Ford Corp Stops, Ford Brass Saddles, Ford Meter Yokes, 2" Meter, Master Meter Registers, Octave Meters, DS Encoders, DS Fast Pulse and Double Pulse.*

*CORE & MAIN Alternate: 2" Ford Setter, plastic meter boxes, 1" Ford Meter Yoke*

*FORTILINE: Service Tubing, Service Tubing Clamps, and meter boxes*

*FORTILINE Alternate: 2" and 3" Ford F202 Saddles*

*G&C SUPPLY: Plastic meter box*

*G&C SUPPLY Alternate: Smith-Blair Saddles 4" and above, Ford Corp Stops, Service*

*Tubeing and clamps, Ford Brass Saddles, Ford Meter Yoke, and concrete meter box*

*BADGER METERS: All Badger Meters*

**This Bids/Purchases was approved.**

**w.** Itron AMR Accessories

*One bid was received for Itron AMR Accessories, and Water/Sewer Supervisor Billy Martin recommends awarding the price contract to United Systems & Software for FY21-22.*

**This Bids/Purchases was approved.**

**x.** Fertilizer FY21-22

*One bid was received for fertilizer for the Parks and Rec Department. Leisure Services Director Ethan Medley recommends awarding the price contract for FY21-22 to Site One Landscape Supply.*

**This Bids/Purchases was approved.**

**y.** Tires and Installation FY21-22

*Maintenance Department received one bid for tires and installation for FY 21-22. Supervisor Steve Powell recommends awarding the price contract to Shadden Tire, the sole bidder, for FY21-22.*

**This Bids/Purchases was approved.**

**z.** Paper & Plastic Items FY21-22

*Finance Department reviewed bids for paper and plastic items for FY21-22 and recommends awarding the price contract to Kartbros LLC SDVOSB for FY21-22.*

**This Bids/Purchases was approved.**

**aa.** Bulk Coarse Salt FY21-22

*Street Supervisor Kevin Music reviewed the bids for bulk coarse salt and recommends awarding the price contract for FY21-22 to Compass Minerals, the low bidder.*

**This Bids/Purchases was approved.**

**bb.** Asphalt Picked Up FY21-22

*One bid was received for asphalt to be picked up, and Street Supervisor Kevin Music recommends awarding the price contract to sole bidder the Rogers Group.*

**This Bids/Purchases was approved.**

**cc.** Asphalt Delivered (Hot Mix) FY21-22

*One bid was received for hot mix, and Street Supervisor Kevin Music recommends awarding the price contract to sole bidder, Rogers Group.*

**This Bids/Purchases was approved.**

**dd.** Cold Milling FY21-22

*Street Supervisor Kevin Music reviewed the bids for Cold Milling and recommends awarding the price contract to low bidder Roger Group.*

**This Bids/Purchases was approved.**



- ee.** Cold Mix FY21-22  
*Street Supervisor Kevin Music reviewed bids for Cold Mix and recommends awarding the price contract to low bidder Hudson Materials.*  
**This Bids/Purchases was approved.**
- ff.** 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 budgeted for and approved in the 2020/2021 budget.*  
**This Bids/Purchases was approved.**
- gg.** Street Striping FY21-22  
*Street Supervisor Kevin Music reviewed the bids for Street Striping and recommends awarding the price contract to Volunteer Highway Supply.*  
**This Bids/Purchases was approved.**
- hh.** Crushed Stone FY21-22  
*Street Supervisor Kevin Music reviewed Crushed Stone bids and recommends awarding the price contract to Rogers Group.*  
**This Bids/Purchases was approved.**
- ii.** Water Lab Analysis FY21-24  
*Water Resources Supervisor Joe Kerley reviewed bids for water lab analysis and recommends awarding the price contract to Microbac. This is a three-year contract.*  
**This Bids/Purchases was approved.**
- jj.** Water Treatment Chemicals FY21-22  
*Water Resources reviewed water treatment chemicals bids and recommends awarding the following price contracts:*
- |                                     |                             |                       |
|-------------------------------------|-----------------------------|-----------------------|
| <i>Dycho Company Inc:</i>           | <i>Flurosilicic Acid</i>    | <i>\$2.5000/gal</i>   |
|                                     | <i>Sodium Bicarbonate</i>   | <i>\$0.2800/lb</i>    |
|                                     | <i>Granular Salt</i>        | <i>\$0.1746/lb</i>    |
|                                     | <i>Sodium Thiosulfate</i>   | <i>\$2.5500/gal</i>   |
|                                     | <i>Norit Pac</i>            | <i>\$0.8450/lb</i>    |
| <i>Univar USA Inc.:</i>             | <i>Caustic 25%</i>          | <i>\$0.9500/gal</i>   |
| <i>Thermodyne Engineering Inc.:</i> | <i>Polymer</i>              | <i>\$3.3520/gal</i>   |
| <i>Carus Corporation:</i>           | <i>Zinc-Ortho Phosphate</i> | <i>\$4.9500/gal</i>   |
| <i>Chemrite Inc:</i>                | <i>Sodium Permanganate</i>  | <i>\$8.228/Tote</i>   |
|                                     | <i>Sodium Permanganate</i>  | <i>\$8.390/Barrel</i> |
- This Bids/Purchases was approved.**
- kk.** Medical Screenings FY21-22  
*Human Resources Director Leah Crockett reviewed bids for Medical Screenings and recommends awarding the price contract to Exacare LLC, which would keep all services in-house and the chain of custody at one facility.*  
**This Bids/Purchases was approved.**

**II. Approval to purchase 2018 International Building Code Reference Guides**

*The Codes Department requests to purchase the 2018 edition International Code books in the amount of \$5,600. A budget amendment is not required.*

**This Bids/Purchases was approved.**

**mm. Approval to purchase replacement pumps for Waste Water Treatment Plant**

*Veolia requests to purchase two submersible pumps for the Pine Ridge East Lift Station. Two quotes were received and staff recommends purchasing the pumps from Wascon Sales and Service in the amount of \$17,492.65 each.*

**This Bids/Purchases was approved.**

**6. Other Business**

**a. Discussion and action on Indoor Recreation Facility**

*Property the City is considering for a potential indoor recreational facility is for auction online until May 27. Council agreed to take action on this at the May 18 special-called meeting.*

**This Bids/Purchases was deferred.**

**b. Discussion and action regarding Holiday Lake Level**

*No action was taken.*

**This Resolution was discussed.**

**c. Discussion and action regarding proposal from Enterprise Fleet Management**

*Some more analytical data needs to be given to Council, and Enterprise needs to make revisions to its proposed leasing agreement. Council agreed to defer action until the May 18 special-called meeting.*

**This Contract was deferred.**

**d. Discussion and action regarding City-owned property 1140 Sparta Hwy.**

*An appraisal requested by the City Manager for the City-owned property located at 1140 Sparta Hwy. has been completed, and the property is actually smaller than originally thought, which affected the appraisal. Council discussed listing the property with an agent, listing it on an online auction site, and how to determine which method to use. Council decided to defer action until the May 18 special called meeting.*

**This Resolution was deferred.**

**7. City Attorney's Report**

**a. City Attorney's Report-May 2021**

*City Attorney Will Ridley reported no new lawsuits had been filed in the past 30 days.*

**This Report was received and filed.**

**8. City Manager's Report**

**a. City Manager's Report - May 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.*

*He announced that a retirement celebration would be held for Mike Turner on May 28 at the Fire Headquarters.*

**This Report was received and filed.**

**ADJOURNMENT**

*The meeting adjourned at 6:34 p.m.*