

# City of Crossville

392 N. Main  
Crossville, TN 38555



## Minutes

Tuesday, July 11, 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*

*The City Council for the City of Crossville met on Tuesday, July 11, 2017, at Crossville City Hall.*

### **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, Ed Camera, Kevin Music, Chris Bennett, Mike Turner, Levonn Hubbard, J.D. Barnes, Rob Harrison, Leah Crockett, Brad Allamong, Tammie French, Sherley Wyatt, David Beaty, Terry Graham, Andy Vaughn, Jim Young, Gary Nelson, Dewey Peterson, Wayne Harrison, Tim Begley, and Billy Loggins.*

### **BEER BOARD**

*Mayor Mayberry was present and presiding. He called the Beer Board to order at 5:45 p.m.*

#### **Pour House Bistro**

*Rebekah Lauren Mullinax applied for an on- and off-premises beer permit for Pour House Bistro located at 1269 West Ave., Ste 102. They currently have a permit for on-premises sales, but will be expanding to be able to sell growlers.*

*Police Chief David Beaty reported a clear records check on the applicant and recommended approval.*

*With no further business, the Beer Board was adjourned at 5:47 p.m.*

**A motion was made by Council Member Danny Wyatt, seconded by Council Member Scot Shanks, that a beer permit be approved for Pour House Bistro for on- and off-premises beer sales. 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

### **REGULAR MEETING**

#### **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 Dewey Peterson of the New Beginning Fellowship. The Young Marines presented the colors and led the Pledge of Allegiance.*

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

**2. Public Comment**

*Mayor Mayberry opened the floor for public comment. There were none.*

**3. Appointments - NONE****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" and "b" 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 (6/13, 6/29)**

**The Minutes were approved as recommended.**

**Ordinances on Third Reading****b. Ordinance adding 18-107(C)(4) to the Crossville Municipal Code regarding sewer extensions outside the City limits, but in an existing development**

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

**Additional Consent Items****c. Approval of application for partial funding for bulletproof vests**

*The Department of Justice offers 50% funding for bulletproof vests for the Police Department. The Police Chief has 3 officers whose vests will expire in 2017-18 (5-year lifespan). He also has 2 openings that will be filled and require vests. An application will be filed for \$3,050 with a reimbursement amount of \$1,525.*

**A motion was made by Mayor Pro-tem J. H. Graham, seconded by Council Member Scot Shanks, that the grant application 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

**d. Approval of grant application for TML Pool Safety Partners Matching Grant Program**

*The TML Pool offers a 50% grant every year on a first-come, first-serve basis to*

*encourage the purchase of employee safety devices, equipment and safety training, or employee education/training that is necessary to control an employee safety hazard. The City is eligible for \$3,000 to cover \$6,000 of expenditures. The items requested are safety vests for water/sewer, police, and street departments; light bar for IT vehicle, AED for maintenance truck, and trauma vests for the fire department.*

**A motion was made by Mayor James Mayberry, seconded by Mayor Pro-tem J. H. Graham, that the resolution authorizing the submittal of an application 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

**e. Approval of FY17-18 Airport Maintenance Grant**

*The Tennessee Department of Transportation-Aeronautics Division provided a maintenance grant in the amount of \$25,740 to cover maintenance costs at the Crossville Memorial Airport. The City is required to provide a 50% local match.*

**A motion was made by Council Member Danny Wyatt, seconded by Council Member Scot Shanks, that the grant contract 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

**f. Approval of contract with J.R. Wauford & Company for a raw water supply evaluation**

*The City Manager proposed a contract with J.R. Wauford & Company to evaluate the City's raw water supply for Meadow Park Lake. The contract is in the amount of \$15,000 for preliminary engineering services.*

*Mayor Pro-tem Graham asked that a request be made to the Army Corps of Engineers to return the money that the City has deposited that has yet to be spent.*

**A motion was made by Mayor Pro-tem J. H. Graham, seconded by Council Member Danny Wyatt, that the contract with J.R. Wauford be approved and a budget amendment passed on first 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

**g. Approval of temporary street closings for Scarecrow Festival**

*A request was received from Life Care Center for temporary street closures for their 4th Annual Scarecrow Festival on October 14 from 10:00 a.m. to 2:00 p.m. The City Manager recommended that pre-existing annual festivals be grandfathered from the new Temporary Street Closing policy.*

**A motion was made by Mayor James Mayberry, seconded by Council Member Scot Shanks, that items "g" and "h" 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

**h.** Approval of temporary street closings for August 4th Friday at the Crossroads

*A request was received for temporary street closings for the August 4th Friday at the Crossroads. They request the following to be closed at 3:45 p.m. (with 2nd Street being the last to be closed) and re-opened at 8:15 p.m.:*

- Main St. from Hwy. 70 to Neecham St.*
- 4th St. from Thurman St. to West Ave.*
- 2nd St. from Main St. to West Ave.*
- 1st St. from West Ave. to Webb Ave.*
- Stanley St. from Main St. to Webb Ave.*
- 5th St. from Main St. to West Ave.*

*The City Manager recommended that pre-existing annual festivals be grandfathered from the new Temporary Street Closing policy.*

**This Permit was approved**

**i.** Approval of temporary streets closing for E. Stanley St. from Main to Webb

*The merchants in and around Hwy. 70E and 1st Street requested the temporary street closure of E. Stanley St. from Main St. to Webb Ave. and East Street from Stanley to E. 1st St. to host a block party on July 14 from 4:00 p.m. - 8:00 p.m. They plan to have music, kids' activities, food trucks and businesses open after regular hours. They understand that, under the new policy, there will be a charge to cover the costs.*

**A motion was made by Mayor James Mayberry, seconded by Council Member Pamala Harris, that the temporary street closing be approved at no charge. 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 motion was made by Council Member Danny Wyatt, seconded by Mayor James Mayberry, that the rules be suspended to take up a new item. 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 motion was made by Council Member Danny Wyatt, seconded by Council Member Pamala Harris, that no charges be assessed for any street closings, other than 5K's that don't use our 2 designated routes. 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

**5. Bids/Purchases**

a. Solid Waste Collection

*Bids were received on June 6 for the collection of solid waste with an add alternate for the collection of yard waste. Bids were received from Waste Connections dba Cumberland Waste Disposal and Santek.*

*The base bid is \$5.17 per household (estimated at 3,866) per month. Bulky waste will be charged at \$5.00 per pickup (an itemized list showing location and date must be submitted). Their bid for collection of carts at municipal buildings is \$2.40 per pickup and \$38.00 per month for dumpsters. It is the recommendation of the City Manager and Street Superintendent that the contract for the collection and disposal of solid waste be awarded to Waste Connections.*

*The bid for yard waste and leaves with two pick-ups per year is \$3.45 per month. With the yard waste and leaves price estimated at \$152,683 per year, it is the recommendation that the City take over the collection of yard waste and leaves.*

*The current contract for the collection of solid waste, yard waste, and leaves is \$7.78 per household or approximately \$360,929.76 per year. Under the new contract, the estimated cost for the solid waste will be \$239,846.64 with the City crews handling yard waste and leaves.*

*The new contract redefines residential and commercial to follow the classification of the Assessor of Properties. Crossville Municipal Code §14-404(G)(1) requires mobile home parks to provide refuse collection in their parks. This ordinance has been in effect since 1973 (modified in 1998).*

*City Attorney Ridley presented a change to the proposed contract to designate the venue and choice of court of law. City Manager Wood stated that he believes that the yard waste and leaves can be done with existing employees and the budget will not need to be amended. A leaf machine is in the budget.*

**A motion was made by Council Member Pamala Harris, seconded by Council Member Scot Shanks, that a 5-year contract be awarded to Waste Connections dba Cumberland Waste Disposal to begin September 1, 2017 for solid waste and bulky waste only, including municipal collection. 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

### July Marketing Report

*Marketing Director Billy Loggins provided an update on the following:*

- *Rock the Block party - July 14*
- *Solar Eclipse – August 21*
- *Waterfest 2017 – July 22*
- *Friday Night Air Summer Concert Series – July 21*
- *Healthy Parks Healthy Person Tennessee*
- *Airport Open House / Fly In – Sept. 30*
- *4th of July Events*
- *Senior Olympics State Golf Tournament/Parent/Child Tournament*

- *Cumberland Medical / Covenant Health Wellness Center Anniversary*

**This Report was received and filed**

## 7. Cumberland County/Chamber Report

*Brad Allamong provided a draft of a scorecard for the Chamber's activities, which will be presented monthly. He asked to be on the August work session to finalize the scorecard. He also reported that Cumberland County has been changed to a Tier 3 by TECD, which provides more incentives for existing industries and new industries. On July 19, a follow-up meeting will be held with contributors. One week later, a meeting will be held with the executive manager's group and Human Resources directors on workforce training.*

## 8. Other Business

### a. Discussion and action on Friends of the Airport recognition.....Crossville Memorial Airport

*This project has been talked about for some time, to recognize the men/women that have made a sufficient contribution to the Crossville Memorial Airport. A Crab Orchard stone base is proposed to be built with a smooth top so names can be added. This can take place annually at the Airport Open House Fly In. Public Works can perform this work, material can be sourced locally. The cost is estimated at \$2500.*

**A motion was made by Mayor James Mayberry, seconded by Council Member Danny Wyatt, that a committee be named for a board to govern the airport recognitions with each council member submitting a name for the board. 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. Ordinance amending the FY2016-17 budget for Garrison Park renovations

*A budget amendment is required for the work that has been expended in May and June, 2017. The request regarding the fencing has been approved by the granting agency.*

**A motion was made by Mayor Pro-tem J. H. Graham, seconded by Mayor James Mayberry, that the budget amendment be adopted on final reading, based on the actual amounts that have been spent. The motion carried by the following vote:**

**Aye:** 3 - Mayor Pro-tem J. H. Graham, Council Member Scot Shanks and Mayor James Mayberry

**Nay:** 2 - Council Member Danny Wyatt and Council Member Pamala Harris

### c. Approval of contract with TARE, Inc. for industrial site development project

*Requests for qualifications were issued on November 23, 2016 for engineering firms*

to assist with the industrial building pad. RFQ's were received from TARE, Inc., ECE Services, and Field Engineering Services. These RFQ's were scored by Interim City Manager Steve Hill, Director of Engineering Tim Begley, and City Clerk Sally Oglesby. It was the unanimous decision to recommend TARE, Inc.

At the February 14, 2017 meeting of City Council, a contract was approved with TARE, Inc. to provide geotechnical information on the site at the request of the State. TARE, Inc. also provided the preliminary engineering report included in the grant application at no cost.

A contract in the amount of \$60,000 with TARE, Inc. to provide engineering services to design and build the industrial site pad was provided. This amount is included in the grant budget.

**A motion was made by Council Member Danny Wyatt, seconded by Council Member Scot Shanks, that the contract with TARE be approved, with changes to #10 and #11 to be heard in Cumberland County Chancery Court. 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

**d. Discussion and action on FY2018 Transportation Alternatives Program**

*Applications are now being solicited for FY2018 Transportation Alternatives Program (formerly known as the Transportation Enhancement Program) funding through TDOT. Mayor Pro-Tem Graham and City Manager Wood led a discussion on the potential of applying for funds for the sidewalks, street lights, and pedestrian signals for downtown. If approved, the grant will pay 80% of the costs. The deadline for applications is October 3, 2017. A public hearing will be scheduled for the August meeting. Also at that meeting, a resolution will be presented to approve the preparation of a grant application. Prior to submittal of the grant application, it will be brought back to Council for final approval.*

*This grant does not allow for the use of force account work (City employees doing the work). It will cover the sidewalks and pedestrian lighting. It will not cover pedestrian signals or traffic signals.*

*Mayor Pro-Tem Graham would like to consider pedestrian/bicycle facilities, safe routes for non-drivers, and historic facilities being included in the application. The cost is estimated at \$3.2M. City Manager Wood suggested that possibly two grants be submitted, with a separate one for the depot.*

**This Resolution was discussed**

**e. Discussion and action on Colinx expansion and potential economic development project**

*CoLinX has completed their expansion at the Interchange Business Park. Their current parking is insufficient to handle the influx of additional employees. In order to facilitate the parking and any potential expansion, they have requested that they be given the opportunity to lease the adjoining parcel of approximately 21.4 acres for 10 years at one dollar per year. They would then waive any City incentives for the additional 60 employees being hired.*

*The City Manager has an email from Ed Camera committing to these terms and*



*stating they are ready to do so immediately upon Council approval.*

*A discussion took place regarding the amount of land that CoLinx needs for the parking and potential expansions.*

*It was also discussed that the circle needs to be enlarged so that trucks can go around it. The work can be done by City crews at a cost of about \$12,000.*

**A motion was made by Mayor Pro-tem J. H. Graham, seconded by Council Member Scot Shanks, that the paving for the circle be approved, with a limit of \$12,000. 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 motion was made by Mayor Pro-tem J. H. Graham, seconded by Council Member Scot Shanks, that the lease of property be approved and the City Attorney be directed to draft a lease agreement with CoLinx waiving the incentives for the additional 60 employees being hired. The motion carried by the following vote:**

**Aye:** 4 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris and Council Member Scot Shanks

**Nay:** 1 - Mayor James Mayberry

## 9. City Attorney's Report

### City Attorney's Report

*City Attorney Ridley reported that no new lawsuits had been filed in the last 30 days. He also reported on administrative hearing cases:*

- 399 Prentice is set for auction on August 4*
- The rock house on Old Lantana Rd has been demolished, with the rock salvaged*
- The Cook Road house has already been demolished*
- Both the Old Lantana Road and the Cook Road properties will go to auction in the Fall*

*Mr. Ridley stated that the County Attorney has approached City about helping to acquire railroad right-of-way beside the library that was encroached on with the building of the library. Mayor Pro-Tem Graham stated that he believes it was donated to the County many years ago.*

*Mr. Ridley has also been notified about a potential case. He requested approval to allow him to negotiate the matter and bring back a resolution to Council.*

*In addition, he will bring back updates on the Shoap and Blankenship lawsuits.*

**A motion was made by Council Member Danny Wyatt, seconded by Mayor Pro-tem J. H. Graham, that the City Attorney be allowed to negotiate the potential case to bring back to Council for approval. 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

**10. City Manager's Report**

City Manager's Report

*City Manager Wood presented monthly revenue reports and gave an update on projects.*

**This Report was received and filed**

**ADJOURNMENT**

*With no further business, the meeting was adjourned at 7:22 p.m.*