

# City of Crossville

392 North Main Street  
Crossville, Tennessee 38555



## Minutes

Tuesday, January 13, 2026

6:00 PM

Council Chambers

## City Council

*Mayor R.J. Crawford*  
*Mayor Pro-tem Art Gernt*  
*Council Member Mike Turner*  
*Council Member Mark A. Fox*  
*Council Member James Mayberry*  
*City Manager Valerie Hale*  
*City Clerk Baylee Rhea*

**BEER BOARD - 5:45 p.m.**

**Present:** 5 - Mayor R.J. Crawford, Mayor Pro-tem Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

**1. Volunteer Gas**

*Jay Dada 11 Inc. with Volunteer Gas, located at 761 Peavine Road, has applied for an off-premise beer permit.*

**A motion was made by Mayor Pro-tem Art Gernt, seconded by Council Member Mike Turner, to approve the beer permit contingent upon Codes approval. The motion carried by the following vote:**

**Aye:** 5 - Mayor R.J. Crawford, Mayor Pro-tem Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

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

**Present:** 5 - Mayor R.J. Crawford, Mayor Pro-tem Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

**1. Public Hearing - Annexations**

*A review of the Plan of Services is required every 6 months after annexation until the Plan of Services has been fulfilled. The Plan of Services have not been fulfilled at this time for TMPs 112D J 013.00, 113H F 011.00 & 012.00, TMPs 112D J 037.00, and 126A C 019.00. A sewer line is awaiting installation.*

*Mayor Crawford asked for comments from the public regarding the reviewed Plan of Services.*

**Seeing none, the meeting was adjourned.**

**SOLICITATION BOARD - 5:55 p.m.**

**Present:** 5 - Mayor R.J. Crawford, Mayor Pro-tem Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

**1. United Fund of Cumberland County 2026**

*An application for a Solicitation Permit has been filed by the United Fund of Cumberland County. They are beginning their fundraising campaign to assist 30+ different 501(c)3 organizations in the community. Copies of the application are available in the City Clerk's office.*

**A motion was made by Council Member James Mayberry, seconded by Council Member Mark A. Fox, to approve the permit for 2026. The motion carried by the following vote:**

**Aye:** 5 - Mayor R.J. Crawford, Mayor Pro-tem Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

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

*The Crossville City Council met for its monthly meeting on Tuesday, January 13, 2026 at Crossville City Hall. Mayor Crawford was present and presiding. He called the meeting to order at 6 p.m. Steve Pickard, Faith Assembly of God, provided the invocation and the Young Marines presented the Colors and led the Pledge of Allegiance.*

**Roll Call**

**Present:** 5 - Mayor R.J. Crawford, Mayor Pro-tem Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

*Others present were City Manager Valerie Hale, City Clerk Baylee Rhea, City Attorney Randy York, Kyle Sherrill, Nathan Clouse, Mike Moser, Victor Torasso, Jessie Brooks, Burt Allaire, Randall Kidwell, Kevin Music, Steve Pickard, Randy Wilson, Gwen Schallow, Rob Harrison, Alan Gagnon, Dave Kennedy, Chris South, Joe Kerley, Dennis Burstein, Leah Crockett, Memphis Smith, Chris Kendrick, Tim Begley, Randy Hawn, Jeff Dyer, Sadie Saylor and family, and the friends and family of the Young Marines.*

**1. Proclamations/Presentations****a. January Proclamations and Presentations**

*Sadie Saylor was presented with January's Student of the Month award.*

*Randy Hawn was presented with Employee of the Quarter.*

**These items were presented.**

**2. Public Comment**

*Randall Kidwell discussed the absences of Cumberland Plateau Water Authority Board members from their meetings held between January and November 2025. He expressed concern over the number of meetings board members have missed and the importance of water supply in Cumberland County.*

**3. Appointments**

*There were no appointments.*

**4. Chamber of Commerce Report**

*There was no report.*

**5. Consent Agenda**

### Approval of the Consent Agenda

*Mayor Pro-tem Art Gernt stated all the items on the Consent Agenda had been discussed the week prior at the monthly Work Session and were recommended by Staff. The public was invited to attend the Work Sessions.*

*Council member Mayberry requested to pull item L for further discussion.*

**A motion was made by Mayor Pro-tem Art Gernt , seconded by Council Member Mike Turner, to approve items on the Consent Agenda excluding item L. The motion carried by the following vote:**

**Aye:** 5 - Mayor R.J. Crawford, Mayor Pro-tem Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

### Ordinances on Third Reading

- a. Ordinance amending FY 25-26 Budget

*A budget amendment is necessary to amend the FY 25-26 budget.*

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

- b. Ordinance adding §15-805 - Work Zone Signage

*Street Department Supervisor Kevin Music and Police Chief Brooks recommended an ordinance be drafted regarding businesses and contracts placing temporary work zone signage. This signage will alert drives that someone may be parked in or working in the street.*

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

### Ordinances on Second Reading

- c. Ordinance amending FY 25-26 Budget - Street Sweeper

*A budget amendment is necessary to purchase a new street sweeper.*

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

### Ordinances on First Reading

- d. Ordinance amending FY 25-26 Budget

*A budget amendment is necessary to amend FY 25-26 budget for paving at Meadow Park Lake, Outside Agencies: Industrial Development Board, Police Department HVAC, and Water Tank Site Improvements.*

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

e. Ordinance amending Title 8 Chapter 2 Beer

*Staff recommends amending the Beer ordinance in its entirety to clarify license types, fees, inspections, duties of the beer board, and circumstances not currently addressed in the ordinance.*

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

**Additional Consent Items**

f. Approval to award RFQ - Professional Airport Services

*The City of Crossville sent out Requests for Qualifications for Professional Airport Services and received qualifications from eight companies. A committee reviewed and graded the qualifications. Neel Schaffer, Inc. was graded the highest by the review committee. A master agreement with Neel Schaffer, Inc. is proposed. Amendments to this contract or work authorizations for each individual project will be reviewed by staff and presented to the City Council for approval individually. This is a five-year contract which speeds up the project completion time by not having to solicit qualifications.*

**This Resolution was approved as recommended.**

g. Approval of funds for the Industrial Development Board

*The Industrial Development Board is in need of funding for invoices they have received. The Industrial Development Board has requested \$25,000 from the City of Crossville. The funds will be reimbursed upon the sale of the spec building.*

**This Resolution was approved as recommended.**

h. Approval of 5k/10k/Fun Run Policy

*Recently, a request has been made to host a 5k on City property. There are currently no guidelines regarding the use of City property for a 5k/10k/Fun Run. Staff recommends adoption of this policy.*

**This Policy was approved as recommended.**

i. Approval of financial policies

*Finance Director Nathan Clouse recommends approving a Cash Management Policy and Cyber Security Policy.*

**This Policy was approved as recommended.**

j. Approval of temporary street closure - Crossville Cruisers

*Crossville Cruisers have requested four temporary street closures of Main Street from Lantana Road to 4th Street. The dates are April 25, May 23, June 27, and July 25 from 10 a.m. until 2 p.m.*

**This Permit was approved as recommended.**

k. Approval of Downtown Improvement Grant contract

*Tennessee Department of Economic and Community Development awarded the City of Crossville \$300,000 for façade improvement in the Downtown area. The contract is recommended for approval.*

**This Contract was approved as recommended.**

**I. Approval of the renewal of the City Manager's Contract**

*Council member Mayberry stated they had not completed evaluations at this time and the City Manager's contract does not expire until April. He requested that they be e-mailed evaluations to be completed prior to the next meeting. He feels evaluations should be completed prior to the contract being renewed.*

*Mayor Crawford stated she has had several evaluations and they were all positive.*

*Council member Mayberry explained that he is not against renewing the contract but feels that it is premature at this point.*

*Council member Fox stated he would like to see a different format for the City Manager evaluation and grading scale. Human Resources Manager Leah Crockett stated she would explore other options for the evaluation and present them to Council for feedback.*

**A motion was made by Council Member Mike Turner, seconded by Mayor Pro-tem Art Gernt, renew the City Manager's contract for 3 years as submitted. The motion carried by the following vote:**

**Aye:** 4 - Mayor R.J. Crawford, Mayor Pro-tem Art Gernt, Council Member Mike Turner and Council Member Mark A. Fox

**Nay:** 1 - Council Member James Mayberry

**m. Retroactive approval of BRAG contract**

*Retroactive approval of grant contracts with TDEC is recommended. One is in the amount of \$157,735 for remediation of Brownfield sites. The other is in the amount of \$61,935 for assessment of the Brownfield sites.*

**This Contract was approved as recommended.**

**n. Approval of contract renewal for concession services**

*The Leisure Services Department requests the renewal of contract with Cindy Joe's BBQ as Concessionaire for Centennial Park. Their original contract was for 1 year with the option to renew for an additional year, not to exceed 3 years.*

**This Contract was approved as recommended.**

**o. Approval of Peavine Road Force Main Addition Change Order #1**

*Due to field adjustments because of other utilities, the amount for contract item "6-inch force main in gravel or parking lot" has been exceeded and two other items in the contract are being reduced. This change order reduces the total contract amount by \$1,101. Staff recommends the approval of the change order.*

**This Contract was approved as recommended.**

**p.** Approval to award bid for Water Tank Site Improvements

*This project consists of replacing the altitude valves and installing electronic valves at the Industrial tank, Cemetery tank, and Woodmere tank. The valve pit at the Woodmere tank will also be replaced and some piping will be relocated. Two bids were received and Staff recommends the contract be awarded to the low bidder, John T. Hall Construction Inc, with the two additive alternatives at a price of \$324,850.00.*

*A budget amendment is required.*

**This Contract was approved as recommended.**

**q.** Approval of Miller Avenue Booster Station Change Order #1

*Miller Avenue Booster Station change order includes undercut of unsuitable soils and modifying the driveway to decrease the slope of the driveway. The change order is a \$35,519.00 increase in the total contract amount. The unsuitable soils were an unknown and the steepness of the driveway was not realized until it was rough graded.*

*This project is an ARPA grant project and all available grant funds have not been allocated. The Director of Engineering recommends the approval of the change order.*

**This Contract was approved as recommended.**

**r.** Approval of Police Department Building HVAC Change Order #1

*During the course of work, it has been determined that the squad room and the other offices on the same HVAC unit need to have separated systems. The mechanical engineer specified a ductless mini-split system for the squad room and the attached change order in the increase amount of \$10,250 meets the specifications and includes the changes to the existing duct system. Staff recommends the approval of the change to the contract.*

**This Contract was approved as recommended.**

**s.** Approval of minutes (CC 12-9, 1-6)

**The Minutes were approved as recommended.**

### **Bids/Purchases**

**t.** Approval of RFP - Concession Services - Duer Soccer Complex

*The Leisure Services Department requests to accept RFP from Tonya Swallows to lease and operate the concession stand at Duer Soccer Complex. The contract to operate would be on a yearly basis with the option to renew.*

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

**u.** Approval to award RFP for 7.0 MGD Membrane Filtration System - Meadow Park Lake Water Treatment Plant

*J. R. Wauford & Company reviewed the request for proposals for a 7.0 MGD*

*Membrane Filtration System - Meadow Park Lake Water Treatment Plant, and recommends selecting H2O Innovations of Wilmington Delaware, represented by Guthrie Sales & Service Company, Inc. of Brentwood, Tennessee, to enter into a purchase agreement in the amount of \$50,000.00 to perform pilot testing for a new membrane filtration system at Meadow Park Lake Water Treatment Plant.*

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

**6. Other Business**

**7. City Attorney's Report**

**a. City Attorney's Report**

*City Attorney Randy York provided an update on the condemnation cases from 2018. There are four total and he would like to bring two of the cases forward for a vote on how to proceed at the next special called meeting or regularly held meeting, whichever occurs first.*

**This Report was received and filed.**

**8. City Manager's Report**

**a. City Manager's Report**

*City Manager Hale provided an update on the Palace Theatre closing for renovations. It is anticipated to open back up no later than March 14th. She thanked City staff for their efforts for the Christmas Parade. She explained all the pieces to the spec building had been delivered and we should see progress on it very soon. She provided an update on the paving of Main Street. The paving process will begin on or about April 15th and should be completed in June. Finally, she invited the public to attend the topping out ceremony for the YMCA Thursday at 10 a.m.*

**This Report was received and filed.**

**ADJOURNMENT**

**A motion was made by Council Member James Mayberry at 6:18 p.m., seconded by Council Member Mark A. Fox, to adjourn the meeting. The motion carried unanimously.**