

# City of Crossville

392 N. Main  
Crossville, TN 38555



## Minutes

Tuesday, January 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*

**PUBLIC HEARING - 5:45 p.m.**

*Evan Sanders, Community Development Partners, presented information on the completion of the Sewer System Improvements Project funded under the 2020 Community Development Block Grant Program. Mr. Sanders also explained that applications are now being accepted for the 2022 Community Development Block Grant Program. The public hearings were held to receive comments from the public regarding the close out of the current project, as well as receiving input for the next application. There were not any comments received from the public.*

**1. FY2020 Community Development Block Grant Program**

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

**2. CDBG Application**

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

**BEER BOARD - 5:50 p.m.**

*The Crossville Beer Board met on January 11, 2022 to consider two applications. Mayor James Mayberry was present and presiding. He called the meeting to order at 5:51 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. On the Way Lantana**

*An application for an off-premises beer permit has been submitted by On the Way Lantana located at 2374 Lantana Rd.*

*Chief Jessie Brooks reported all records clear and recommended approval.*

**A motion was made by Council Member Art Gernt, seconded by Council Member Rob Harrison, to approve off-premises beer 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. SPAB Market**

*An application for an off-premises beer permit has been submitted by SPAB Market located at 34 Executive Drive.*

*Chief Jessie Brooks reported all records clear and recommended approval upon issuance of Certificate of Occupancy.*

**A motion was made by Mayor James Mayberry, seconded by Council Member Art Gernt, to approve permit contingent upon issuance of Certificate of Occupancy. 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

*The Crossville Beer Board adjourned at 5:52 p.m.*

**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 125, Parcels 25.00, 26.00 & 27.00 off of Lantana Road.*

*All services of the City have been provided as outlined.*

*No comments were received.*

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

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

**Call to Order**

*The Crossville City Council met in regular session on Tuesday, January 11, 2022 at Crossville City Hall. Mayor James Mayberry was present and presiding. He called the meeting to order at 6:00 p.m.*

*Scott White, Central Baptist Church, provided the invocation. The Young Marines presented the colors and led the Pledge of Allegiance.*

**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

*Others present were City Manager Greg Wood, City Attorney Will Ridley, City Clerk Valerie Hale, Assistant City Clerk Malena Fisher, Tim Begley, Fred Houston, Lee Lawson, Cliff Wightman, Steve Prudhomme, Levonn Hubbard, Scott White, Beth White, Ethan Hadley, Jersie Barton, Evan Sanders, and family and friends of the Young Marines.*

**1. Proclamations/Presentations**

**a. Presentations January 2022**

*Mayor James Mayberry presented Jersie Barton with the Student of the Month*

*proclamation for her "honesty" character trait.*

**This Presentation was received and filed.**

**2. Public Comment**

*There were not any comments received from the public.*

**3. Appointments**

**a. CCCSEC (Sports Council)**

*CCCSEC recommends the following appointments:*

*Reappoint Chris Peterson (12/31/2024)*

*Reappoint Valorie Cox (12/31/2024)*

*Reappoint Marlo Wright (12/31/2024)*

**A motion was made by Mayor James Mayberry, seconded by Council Member Rob Harrison, to re-appoint members as recommended by CCCSEC. 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

**4. Chamber of Commerce Report**

*Ethan Hadley, President/CEO of Crossville-Cumberland County Chamber of Commerce, gave the monthly report. He introduced the Young Entrepreneur Program and reported on the Chamber of Commerce's activity for the month of December.*

**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 as the items have been recommended by City Staff and discussed at the recent work session. 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 (12/14, 12/28)**

**The Minutes were approved as recommended.**

**Ordinances on Third Reading**

**b. Ordinance amending FY21-22 budget-Vehicle Seizure**

*During a recent, drug-related investigation, a vehicle was seized. The Police Department is moving this vehicle into their fleet. A budget amendment is necessary.*

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

**c.** Ordinance amending FY21-22 budget-Catoosa Registers

*The Catoosa Department requests to purchase 468 water registers for a total price of \$49,921.56. A budget amendment is necessary.*

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

**d.** Ordinance amending FY 21-22 Budget-Hilltopper's Inc Connecting Trail

*The City verbally agreed to connect the City's paved trail at Centennial Park to the property donated to Hilltopper's during the donation process. The connecting trail will be approximately 730 feet long by 10 feet wide and will be constructed to meet ADA regulation. City crews will perform the excavation and install the base stone and the City will bid the paved surface. The materials and the paving are estimated to be \$24,000.*

*A budget amendment is required to move forward with the project.*

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

**e.** Ordinance amending FY 21-22 budget-Catoosa personnel

*Due to an unprecedented amount of line locates and line breaks due to the Hwy 127 N road widening project, staff requests the addition of an employee for the Catoosa Dept. A budget amendment is necessary.*

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

**f.** Ordinance amending FY21-22 budget-Wastewater Facility Plan Update

*GRW proposes to provide an existing capacity report along with projected projects and cost to gain capacity at all three interstate interchanges. The proposal also includes an update to the Wastewater Facility Plan that will project growth inside the urban growth boundary and provide general projects and costs to meet the future growth. A budget amendment is necessary.*

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

### **Ordinances on First Reading**

**g.** Ordinance amending FY 21-22 budget Codes Dept. Personnel

*The City Manager requests a budget amendment to add an employee to the Codes Department due to the number of upcoming construction projects. The City of Pleasant Hill has also requested that the City take over their building permits.*

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

### **Additional Consent Items**

**h. Approval of Riverchase Subdivision Phase 3 Water Line Extension**

*The City of Crossville Planning Commission approved the final plat for Riverchase Subdivision Phase 3 in 2006 with letters of credit for the road, water infrastructure and sewer infrastructure. In 2007, a portion of the letters of credit were released.*

*In 2008, all letters of credit were released and a new letter of credit was accepted by the Planning Commission for the remainder of the mainline water line, which included a road bore under Highway 70 and approximately 200 feet of 8 inch water line. The developer provided the final letter of credit to the City; however, the City never executed this letter of credit and it expired. As of today, the Developer has not recorded the plat and has not sold any lots.*

*City Staff is now looking at this water line installation as a mainline extension. The extension was approved by the Planning Commission in 2006 when the final plat was approved. Per the City's policy for Water and Sewer Extension, City Council must approve the extension and the owner must provide a financial guarantee for the work.*

*The Director of Engineering recommends the approval of the mainline water line extension with an acceptable financial guarantee from the owner that meets the financial guarantee requirements of the Water and Sewer Line Extension policy.*

**This Resolution was approved as recommended.**

**i. Discussion regarding approval of building permits for Habitat for Humanity**

*Cumberland County Habitat for Humanity submitted its annual request for funding during the budgeting process and requested the costs of five building permits; however, an amount of \$8,000 was budgeted for water and sewer taps for five homes. The City is already obligated to donating water and sewer taps from a previous agreement in 2011 between the City of Crossville and Cumberland County Habitat for Humanity. This agreement allowed for Habitat for Humanity to receive 58 water/sewer taps in exchange for property located on Mockingbird Dr. (Tax Map 99L-C-024.00). They have currently used 18 of the taps.*

*Since the building permits were not discussed during the budget process, the City Manager requests approval.*

**This Resolution was approved as recommended.**

**j. Approval of Amendment of Contract in Lieu of Performance Bond for Crossville Sanitary Landfill**

*The City closed the landfill in 1995 and was required to provide 30 years of post-closure care. At that time, the cumulative inflation adjusted total of this care was \$1,222,912. As each year passes, the amount of financial assurance is reduced. In 2020, the amount was \$324,406.23. For 2021, this is allowed to reduce to \$267,769.05. This contract is in lieu of providing a performance bond in this amount to guarantee the financial responsibility.*

**This Contract was approved as recommended.**

**Bids/Purchases**

**k.** Approval to purchase Domain Controller Server

*The current backup domain controller server is thirteen years old. The IT Department wishes to retire it, transfer the current primary controller to backup status and implement a new server as primary. The new server is \$9,190.09. This is a budgeted item and available through the State of Tennessee's procurement contract.*

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

**l.** Approval to purchase soccer goals for Dr. Carl T. Duer Sr. Complex

*The Leisure Services Department requests approval to purchase 12 sets of soccer goals in the amount of \$19,160 from the low bidder, Avanti Sports Group.*

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

**6. Other Business****a.** Discussion and action regarding lease to Homestead Timber Frames

*Andrew Bourret, owner of Homestead Timber Frames, has requested to purchase an approximate 2.24 acre site directly across from his location on Duer Court. If he exercises the option to purchase, he is offering to pay \$25,000 per acre with a deduction of \$5,000 per each new employee added to the staff. The new employees would be counted starting December 14, 2021.*

*The City Clerk will need to advertise the potential agreement, as required by Charter.*

**A motion was made by Mayor James Mayberry, seconded by Council Member Scot Shanks, to approve sale of 2.24 acres to Homestead Timber Frames and authorize City Clerk to start the advertisement period. 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

**b.** Discussion and action regarding TDOT offer to acquire real property Hwy 70W

*In order to complete the Obed River Bridge project on Hwy 70W, TDOT is requesting to purchase portions of two parcels containing .097 Ac., which front on the north side of Sparta Hwy at the Wastewater Treatment Plant. TDOT has offered \$16,225 (rounded) unless the City chooses to donate the property. The breakdown is as follows:*

*Fee Acquisition Area \$12,950, Fencing \$1,275, Gravel Parking Area \$310, Asphalt Driveway \$750, and Damages \$907*

*As a part of this project, TDOT has agreed to leave a 12-foot wide flat area in the slope or at the bottom of the slope that will be crossing under the bridge for future greenway construction, which is depicted in the attached drawing. Staff recommends that the 12-foot wide area be a contingency of the transaction.*

**A motion was made by Mayor James Mayberry, seconded by Council Member Scot Shanks, to donate the property to TDOT. 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

**7. City Attorney's Report**

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

*Mr. Will Ridley reported there have not been any new lawsuits filed within the last thirty days. He also updated the Council on Cantrell Construction vs. City of Crossville, he's expecting a court date by the end of the month.*

*Mr. Ridley reported that the properties across from City Hall for the Indoor Recreation Facility will be closing on Thursday, January 13.*

**This Report was received and filed.**

**8. City Manager's Report**

**a. City Manager's Report - January 2022**

*City Manager Greg Wood gave the monthly revenue reports for sales tax, wholesale beer, retail liquor, and hotel occupancy tax. He also presented reports on monthly police and fire statistics, FBO activity, utility maintenance, water loss, building permits, bonded debt, and grants.*

**This Report was received and filed.**

**ADJOURNMENT**

*Mayor Mayberry adjourned the meeting at 6:18 p.m.*