

City of Crossville

392 North Main Street
Crossville, Tennessee 38555



Minutes

Tuesday, October 8, 2024

6:00 PM

Council Chambers

City Council

Mayor R.J. Crawford
Mayor Pro Tem Rob Harrison
Council Member Art Gernt
Council Member Scot Shanks
Council Member Mike Turner
City Manager Valerie Hale
City Clerk Baylee Rhea

AUDIT COMMITTEE - 5:15 p.m.**BEER BOARD - 5:45 p.m.**

The Beer Board met for a review of a permit. Mayor Crawford was present and presiding. All Council members except for Council member Art Gernt were present. The meeting was called to order at 5:45 p.m.

1. On The Way Lantana Market

Suraj Patel of On The Way Lantana Market has applied for an off-premise beer permit at 2374 Lantana Road.

Chief Brooks stated he found no issues issuing this permit.

A motion was made by Mayor R.J. Crawford, seconded by Mayor Pro-tem Rob Harrison, to approve the beer permit. The motion carried by the following vote:

Aye: 4 - Council Member Scot Shanks, Council Member Mike Turner, Mayor Pro-tem Rob Harrison and Mayor R.J. Crawford

Absent: 1 - Council Member Art Gernt

The Beer Board adjourned at 5:46 p.m.

PUBLIC HEARING - 5:50 p.m.**1. Public Hearing - CDBG**

Mayor Crawford called the Public Hearing to order at 5:50 p.m. All Council members were present with the exception of Art Gernt. He explained this Public Hearing was for a Community Development Block Grant. The City is able to apply for the grant and work with local agencies to purchase property to develop transitional housing. He asked if anyone at the meeting was attending to comment during this period.

Seeing none, he adjourned the meeting at 5:51 p.m.

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

The Crossville City Council met for its monthly meeting on Tuesday, October 8, 2024 at Crossville City Hall. Mayor Crawford was present and presiding. He called the meeting to order at 6 p.m. Mayor Crawford stated October is Breast Cancer Awareness Month. The City of Crossville will be wearing pink on October 18th to honor those fighting or have fought breast cancer and bring awareness. He asked those in attendance and watching the live stream to wear pink as well.

Andrew Abraham, Shepherd of the Hills provided the invocation and the Young Marines

presented the Colors and led the Pledge of Allegiance.

Roll Call

Present: 4 - Council Member Scot Shanks, Council Member Mike Turner, Mayor Pro-tem Rob Harrison and Mayor R.J. Crawford

Absent: 1 - Council Member Art Gernt

Others present were City Manager Valerie Hale, City Clerk Baylee Rhea, Lee Lawson, Nathan Clouse, Larry Kidwell, Jessie Brooks, Jessica Ceballos, Boss Saylor, Lois Saylor, Patricia Saylor, Boss Saylor Jr., Sadie Saylor, Burt Allaire, Victor Torasso, Sara Vandever, Tim Vandever, Ethan Medley, Justin Gibson, Mark A. Fox, Terry Potter, Chris South, Ethan Hadley, Kristopher Cole, Marcus Davis, Shea James, Wade Blair, Rodgers Spencer, and Noah Baker.

1. Proclamations/Presentations

a. October Presentations and Proclamations

Sadie Saylor was presented October's Student of the Month award for Responsibility.

Crossville Disc Golf Club received a proclamation proclaiming Disc Golf Day in Crossville.

Sara Vandever was presented the award for Employee of the Quarter.

These items were presented.

2. Public Comment

No comments were made.

3. Appointments

a. Convention and Visitors Bureau

Jerry Harris currently serves on the Convention and Visitors Bureau. He has submitted his resignation. It is recommended to appoint Jason Knight to fulfill his term, which ends June 2026.

A motion was made by Mayor R.J. Crawford, seconded by Mayor Pro-tem Rob Harrison, to appoint Jason Knight to fulfill the term until June 2026. The motion carried by the following vote:

Aye: 4 - Council Member Scot Shanks, Council Member Mike Turner, Mayor Pro-tem Rob Harrison and Mayor R.J. Crawford

Absent: 1 - Council Member Art Gernt

4. Chamber of Commerce Report

President/CEO Ethan Hadley of Crossville-Cumberland County Chamber of Commerce provided the City Council with a report on the Chamber's calendar of events. Mr. Hadley stated four years ago he asked for the disc golf course at Meadow Park Lake, and three years ago was the eve of first tournament. Teams from seven states and thirty-six communities played in the tournament. He thanked Council for allowing them to have this course.

He went on to say there have been multiple groundbreaking and ribbon cuttings over the last month.

The Chamber recently hosted the 2024 Candidate forum at the Playhouse. The forum was lived streamed on the Playhouse's Facebook page. He stated it is currently pushing 6,000 views and encouraged everyone to watch it if they will be voting in the local election.

5. Consent Agenda

Approval of the Consent Agenda

Council member Scot Shanks stated all the items on the Consent Agenda had been discussed the week prior at the monthly Work Session and were recommended by Staff. Mayor Pro-tem Harrison followed by inviting the public to attend future Work Sessions.

A motion was made by Council Member Scot Shanks, seconded by Mayor Pro-tem Rob Harrison, to approve the Consent Agenda items 5 A-Q. The motion carried by the following vote:

Aye: 4 - Council Member Scot Shanks, Council Member Mike Turner, Mayor Pro-tem Rob Harrison and Mayor R.J. Crawford

Absent: 1 - Council Member Art Gernt

Ordinances on Third Reading

a. Approval of an ordinances regarding Chartered Transportation

Staff is recommending an ordinance regarding chartered transportation. This ordinance will provide guidelines and an application process for chartered transportation companies to disembark passengers within City limits.

This Ordinance was adopted on third reading.

b. Ordinance amending FY24-25 budget - iSOMS

Approval of a budget amendment in the amount of \$30,000 has been requested for the Police Record Keeping System, iSOMS.

This Ordinance was adopted on third reading.

c. Approval to amend §7-506 regarding use of fireworks

An amendment to §7-506 regarding use of fireworks has been proposed. The amendment would allow the use, sell, or explosion of "bottle" rockets within the City

limits.

This Ordinance was adopted on third reading.

Ordinances on Second Reading

d. Ordinance amending FY 24-25 Budget - Mechanical Screens

A budget amendment in the amount of \$1,273,900 is necessary for the sewer system improvements for mechanical screens. The project was estimated at half the cost of bids received. This item was not budgeted in the FY 24-25 budget.

This Ordinance was approved on second reading.

Ordinances on First Reading

e. Ordinance amending §15-302 - Deerfield Rd Speed Limit

An Ordinance to amend Title 15, Chapter 3, Section 2 of the Crossville Municipal Code pertaining to speed limits. That Title 15, Chapter 3, Section 2, Subsection T be added as follows: (T) The maximum rate of speed shall be 25 miles per hour on Deerfield Road.

This Ordinance was approved on first reading.

Additional Consent Items

f. Approval of minutes (9/10 Council meeting, 9/24 Special Call, 10/1 Work Session)

This Minutes was approved as recommended.

g. Approval of resolution authorizing Mayor and City Manager to adopt Official Intents to Reimburse

The purpose of this resolution is to streamline the process for the reimbursement of expenses from bond proceeds. Rather than try to craft a specific "official intent" for all the various projects at this point, the financial advisor has suggested that the City Council adopt the attached resolution that will authorize the Mayor and/or the City Manager to adopt any "official intent" that may be desired. The Treasury Regulation expressly provides that a valid "official intent" can be adopted by anyone who's authorized to do so.

This Resolution was approved as recommended.

h. Approval to apply for a Community Development Block Grant

Staff is requesting to apply for a Community Development Block Grant - Recovery Housing Program. This grant does not require a match and the City of Crossville will be a conduit for the monies received. This grant is only for City and County governments to apply for. The local governments selected will work with outside agencies to assist in the purchase of transitional housing.

This Resolution was approved as recommended.

- i. Approval of a resolution to ratify resolutions passed at the Special Called meeting

A resolution is to be passed to ratify the resolutions passed at the September 24, 2024 Special Called meeting.

This Resolution was approved as recommended.

- j. Approval of a temporary street closure - Christmas Parade

The City of Crossville hosts the Christmas Parade the second Saturday of December (December 14th) at 4:30 p.m. Staff is recommending changing the route of the Christmas Parade due to the Sidewalk Project in the Downtown area. A map of the new route is attached. They are also requesting a weather date for the 3rd Saturday in December (December 21st).

This Permit was approved as recommended.

- k. Approval of Change Order 1 - Police Department Roof Replacement

Approval of Change Order 1 for the Police Department Roof Replacement has been requested. There has been a reduction in price due to a change in the scope of the project during construction.

This Contract was approved as recommended.

- l. Approval of 2024-2025 Alcohol Enforcement Grant contract

The City and its Police Department have been awarded an Alcohol Enforcement Grant in the amount of \$40,000.00 by the Tennessee Department of Safety. This money will be used for overtime and programs related to driving under the influence. There is no local match required.

This Contract was approved as recommended.

- m. Approval of Change Order 2 - Downtown Sidewalk project/TAP Grant PIN 126662.00

Change order 2 for the Downtown Sidewalk project has been submitted. This change order adds 28 days to the contract time and adds an additional cost of \$79,123.40 to the project. All items are unit price items and may not reach the estimated total cost.

This change order includes the following:

- Conduit and pull boxes between the three traffic signals in the project for a future fiber interconnection.*
- 150 linear feet of barrier rail to expand the construction zone.*
- Barrier rail reflectors required by TDOT but not originally included in the contract.*
- Unclassified excavation which is required because no gravel aggregate was found under the existing sidewalk.*

This change order covers all of the foreseeable changes to the project.

Staff recommends the approval of the change order.

This Contract was approved as recommended.

Bids/Purchases**n.** Approval for purchase of Police SWAT Van

Crossville Police Department received a \$76,000 VCIF Grant to pay for a new SWAT Van. Police Chief Brooks recommends the State Contract Bid from Ford of Murfreesboro of \$58,809.00 for a new, 2024 Ford Transit 350 High Roof AWD Cargo van. This would leave the remainder of the grant funds to equip the vehicle. A budget amendment is not necessary.

This Bids/Purchases was approved as recommended.

o. Approval to dispose surplus equipment

Staff is requesting permission to declare equipment as surplus to be auctioned off:

STREET:

2018 Pick Up (Asset #3017)

UTILITY MAINTENANCE:

2008 Chevrolet 1500 (Asset #2242)

2018 Ford F-150 (Asset #2856)

2006 Chevrolet 1500 (Asset #2013)

CATOOSA:

2015 Chevrolet Silverado (Asset #2678)

SEWER:

2006 Ford F-550 Service Truck

MAINTENANCE:

250 HP Electric Motor

Patterson Pump

Cummins Generator

12,000 Fuel Tank with two pumps

CASE CX 100 Tractor

2014 Ford F-250 (Asset #2649)

2017 Chevrolet 1500 (Asset #3003)

2018 Chevrolet 1500 (Asset #2874)

POLICE:

2015 Ford F-150 (Asset #2728)

2008 Chevrolet Trailblazer (Asset #2241)

2013 Scion FRS (Asset #3035)

2010 Ford Explorer (Asset #2420)

2006 Ford Ranger (Asset #2032)

2012 Ford Explorer (Asset #2501)

2014 Ford Explorer (Asset #2656)

2012 Ford Explorer (Asset #2502)

2015 Ford Explorer (Asset #2702)

2015 Ford Explorer (Asset #2707)

2016 Ford Explorer (Asset #3002)

2013 Ford E-250 (Asset #2769)

This Bids/Purchases was approved as recommended.

p. Approval to auction disposed equipment and vehicles

The City of Crossville Maintenance Manager has enlisted Marcka Auto Auction to auction equipment in November of this year. The City of Crossville will not be charged a fee for this service. Instead, buyers will be charged a buyer's fee upon settling their bill. The equipment and vehicles that will be auctioned have disposal sheets that have been requested for approval.

This Bids/Purchases was approved as recommended.

q. Approval of bid for Fire Station 2

Staff recommends King Construction. They bid in the amount of \$3,484,900.00 with an alternate bid in the amount of \$2,500 for epoxy flooring.

This Bids/Purchases was approved as recommended.

6. Other Business

7. City Attorney's Report

a. City Attorney's Report

City Attorney Randy York was unable to attend the meeting. Wade Blair attended the meeting on behalf of Mr. York. He stated there was nothing new to report at this time.

Mayor Pro-tem Harrison stated he would like to mentioned this is the first time in a long time the City has no outstanding lawsuits.

This report was received and filed.

8. City Manager's Report

a. City Manager's Report

City Manager Hale stated revenue information is within the packet so she wouldn't elaborate on it. The City Manager's report is also on the website and being published to social media after the meetings.

Ms. Hale gave an update on the recreation center. We are expected to have the final cost in 8 weeks. There was also a call with S&P Global regarding our credit rating upgrade today. We expect to have the credit rating back on October 16th.

City Manager Hale stated a ground breaking for Fire Station 2 will be held on October 22nd at 10 a.m. She invited anyone who would like to attend to do so.

Finally, she thanked Council for allowing the opportunity for the Employee Picnic. She informed them that everyone had a wonderful time.

This report was received and filed.

ADJOURNMENT

A motion was made by Council Member Scot Shanks at 6:26 p.m., seconded by Mayor Pro-tem Rob Harrison, to adjourn the meeting. The motion carried unanimously.