

# City of Crossville

392 N. Main  
Crossville, TN 38555



## Minutes

Tuesday, August 10, 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*

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

*The Solicitation Board for the City of Crossville met on August 10, 2021 at Crossville City Hall. Mayor James Mayberry was present and presiding. He called the meeting to order at 5:55 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. Fairfield Glade Lions Club**

*The Fairfield Glade Lions Club requested a Solicitation Permit for their annual cheese sale to provide funding for the hearing and vision screenings in Cumberland County Schools and their scholarship program. The sale will take place from September 1 - October 31.*

**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. United Fund of Cumberland County 2021**

*An application for a Solicitation Permit has been filed by the United Fund of Cumberland County. They are beginning their fundraising campaign to assist 36 different 501(c)3 organizations in the community.*

**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

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

*The Crossville City Council met for its monthly meeting on Tuesday, August 10, 2021 at Crossville City Hall. Mayor James Mayberry was present and presiding. He called the meeting to order at 6:00 p.m.*

*Mike Garrett, Meridian Baptist Church, provided the invocation and the colors were presented by the Young Marines.*

**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 presents were City Manager Greg Wood, City Attorney Will Ridley, City Clerk Valerie Hale, Assistant City Clerk Malena Fisher, Lee Lawson, Tim Begley, Darian Dykes, Josh Stone, Cheryl Duncan, Mike Garrett, Jessie Brooks, Levonn Hubbard, and friends/family of the Young Marines.*

**1. Proclamations/Presentations**

*There were not any proclamations or presentations made.*

**2. Public Comment**

*There were not any public comments received.*

**3. Appointments-NONE**

**4. Chamber of Commerce Report**

*A Chamber of Commerce Report was not given.*

**5. Consent Agenda**

**A motion was made by Council Member Scot Shanks, seconded by Council Member Rob Harrison, to approve Consent Agenda Items 5A-AA, excluding B. 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 (07/13)**

**The Minutes were approved.**

**Ordinances on Third Reading**

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

*The Codes Department requests revisions to Titles 7 & 12 of the Crossville Municipal Code, which would change the International Building Code from 2012 to 2018. This would also result in an increase in fees.*

*Mayor Mayberry voiced concerns over 2018 energy conservation code regarding insulation.*

**A motion was made by Mayor James Mayberry, seconded by Council Member Art Gernt, to table final reading of the building codes revisions until the next meeting. 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

**c.** Ordinance Amending FY 20-21 Budget End of Year Adjustments

*The budget must be equal to or be greater than the actual expenditures at the end of the year. These amendments are to bring the budget up to the actual expenditures in these departments.*

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

**Ordinances on First Reading**

**d.** Ordinance amending Title 14, Chapter 7, Section 2 of the Crossville Municipal Code

*The Tree Board requests that the Trees and Woody Vegetation administration language be amended to allow any Tree Board members to reside outside of the City limits. The Board struggles to find qualified candidates to serve and feels that by changing the residency requirement, they will have more candidates for the committee.*

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

**e.** Ordinance amending FY 21-22 Budget-Bojangle's

*A budget amendment is necessary for the storm sewer repair being completed at Bojangle's Restaurant at 2791 North Main Street as approved by City Council.*

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

**f.** Approval of proposal for Little Obed Pump Station Inline Grinder and Ordinance amending FY21-22 budget

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

**Additional Consent Items**

**g.** Approval of grant application for Public Entity Partners Matching Grant Program

*Public Entity Partners offer 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 IT Department has submitted a quote for 16 security cameras to be used at City Hall for the employee entrances and parking areas. The total expenses are estimated at \$7,700.*

**This Resolution was approved.**

**h.** Approval of temporary street closing for Christy's Pub Grub block party on September 4

*Christy's Pub Grub is planning a block party on September 4. They request that Second Street be blocked off from Main Street to Thurman Avenue from 11:30 a.m. to 4 p.m.*

**This Permit was approved.**

**i. Approval of contract for Three Star Grant FY21-22**

*On July 13, the Crossville City Council approved filing application on behalf of JECDB for the Three Star grant. The State of Tennessee has awarded the grant in the amount of \$50,000. This grant is to be used for the engineering of an ADA-compliant, multi-use bridge at the Little Obed River Trail. This is a 100% grant for a two-cycle granting period, and the grant contract with the state needs to be approved.*

**This Contract was approved.**

**j. Approval of Sewer Line Easement Revision on Brad Donathan Property**

*A sewer line was installed in the late 1990s on Brad Donathan's vacant property, Tax Map 114-H-Group A-Parcel 3, in the Greenbriar Subdivision.*

*The sewer line was not installed in the easement purchased by the City and the City paid Mr. Donathan \$1700 for damages in March of 2000.*

*Mr. Donathan recently applied for a building permit and staff determined that the easement had never been revised for the correct location of the sewer line and that the previous easement could be interpreted several different ways.*

*A revised easement was presented for the sewer line to resolve and clarify the issue. This document releases the prior easement.*

*The Director of Engineering recommends the approval of the easement.*

**This Contract was approved.**

**k. Approval of TDOT Grant Contract Amendment for Airport Layout Plan (ALP)**

*The work to be performed by Atkins on the Airport Layout Plan (ALP) has been delayed because of the failure to receive bids on the obstruction clearing project. It has been estimated by TDOT and Atkins that the project is one year behind schedule.*

*TDOT recommends that the City request a one-year contract extension on the TDOT grant contract.*

**This Contract was approved.**

**l. Approval of grant application for the replacement of the airport Precision Approach Path Indicator (PAPI)**

*The current PAPI lights have required much maintenance during the past couple of years and have been placed out of service for several months due to the mounting of the cabinets. The Engineers working on the ALP have said that the PAPI will be flagged by the FAA during the ALP approval process due to the mounting.*

*The Director of Engineering requests approval of a grant application for the*

*replacement of the airport PAPI. The application will be two parts with the first request being for the full Engineering Professional services and once the City receives the bids for the construction, the second request will be for contract grant amendment request in the amount of the bid rounded to the highest \$100.*

*It is believed that the grant will be 95 % TDOT and 5 % City.*

**This Contract was approved.**

**m. Approval of FY21-22 Airport Maintenance Grant**

*The Tennessee Department of Transportation-Aeronautics Division is providing a maintenance grant in the amount of \$15,000 to cover maintenance costs at the Crossville Memorial Airport.*

**This Contract was approved.**

**n. Approval of contract with Atkins for engineering services for Airport PAPI Replacement**

*The City is applying for a TDOT grant for the PAPI replacement. The Director of Engineering requests the approval of a contract in the lump sum amount of \$34,200, contingent on the approval of TDOT-Aeronautics.*

**This Contract was approved.**

**o. Approval of contract with Atkins for Environmental Assessment on the Airport Obstruction Clearing Project**

*The City is applying for a TDOT grant for the airport obstruction clearing project and it is expected to receive a 95% grant from TDOT, with the City providing 5%. The Director of Engineering requests the approval of the a contract in the lump sum amount of \$29,600, contingent on the approval of TDOT-Aeronautics.*

**This Contract was approved.**

**p. Approval of Interlocal Agreement with South Cumberland Utility District**

*The City provides sewer services to certain joint customers who are within the South Cumberland Utility service area due to the addition of Golf Court Townhomes. South Cumberland Utility provides water to those same joint customers. The proposed agreement puts a mechanism in place to enforce or cut off delinquent accounts for sewer services and cannot cut off the water to certain joint customers who hold delinquent accounts. This will insure payments by account holders.*

**This Contract was approved.**

**q. Approval of contract for storm water drainage pipe-Bojangle's Restaurant**

*City Attorney Ridley has negotiated and approved an agreement with Bojangles/J & P Family LLC regarding the repair of a storm sewer collapse on the property where Bojangles is located. An agreement for the repair was presented. The City Council previously approved an amount not to exceed \$20,000.*

**This Contract was approved.**

r. Approval of contract extension Water Leak Relief, LLC

*Water Leak Relief, LLC requests an extension on the initial water/sewer leak relief contract. The agreement would extend the term until January 31, 2024 and lock the current rates. The current rates are:*

*\$1.35 residential customers*

*\$4.70 single occupancy commercial customers*

*\$9.45 multiple occupancy commercial customers*

*Plus utility administrative fee of \$.30.*

**This Contract was approved.**

s. Approval of grant application for Multimodal Access grant to fund downtown street lights

*Staff requests approval to apply for a grant to fund the downtown street lights through Tennessee Department of Transportation Multimodal Access grant program. The grant is expected to be 95%. The lights have been estimated to cost \$227,000.*

**This Contract was approved.**

### **Bids/Purchases**

t. Approval to purchase Turf Aerator

*Parks & Recreation Department requests approval to purchase a pull-behind commercial turf aerator from Smith Turf & Irrigation for \$8,395.72, quoted on State Bid. This item is budgeted.*

**This Bids/Purchases was approved.**

u. Approval of payment for Tennessee Women's State Open Golf Tournament

*The Parks & Rec Department requests approval for payment of \$25,000 annual tournament sponsorship for the 2021 TN Women's State Open Golf Tournament.*

**This Bids/Purchases was approved.**

v. Approval to purchase replacement pump for Waste Water Treatment Plant

*Veolia requests to purchase a replacement submersible pump for the Little Obed Lift Station. Staff recommends purchasing the replacement pump from Wascon Sales and Service in the amount of \$20,453.60.*

**This Bids/Purchases was approved.**

w. Approval of Employee Health Insurance Renewal

*The renewal was received for plan year 2022 on employee health insurance. The renewal came in at a 9.75% increase. Employee insurance coverages would remain the same for plan year 2022. The amount budgeted will cover the rate increase. It is recommended that the renewal be accepted as presented.*

**This Bids/Purchases was approved.**

x. Approval to apply for Body Camera Grant

*The Bureau of Justice Assistance has released a \$7.65 million grant for smaller departments to supply their officers with body worn cameras. The grant is a 50% matching grant. Chief Jessie Brooks requests approval for the City of Crossville to apply for the grant and to match the proposed \$43,000 grant funding. The total cost will be dependent on the final cost of the Camera system purchased, but costs would not exceed the grant amount. Grant application deadline in August 31st, 2021.*

**This Bids/Purchases was approved.**

y. Approval to purchase Process Chiller-Water Resources Dept.

*Bids were received on July 20, 2021 for a process chiller. The low bidder was Cookeville Heating & Cooling for \$16,350. A budget amendment is not required.*

**This Bids/Purchases was approved.**

z. Approval of bid award GNSS RTK Rover Unit

*The Engineering Department has reviewed the RFPs for the GNSS (Global Navigation Satellite System) RTK (Real-Time Kinematic) Rover Unit. Based upon the requirements of the RFP, Staff recommends accepting the proposal from Precision Products LLC of Knoxville, TN in the amount of \$17,540.00. Their proposal meets the equipment requirements, and local support and training requirements of the RFP. The equipment in their proposal is comparable to the equipment the City currently uses in locating utilities and mapping. It is an updated version of the existing Rover unit. Precision Products LLC has provided local support and training on the existing equipment with a proven track record of support and training.*

*The low bid from Bench-Mark Equipment and Supplies from Calgary, Alberta, Canada in the amount of \$11,274.31 did not meet the local support and training requirements of the RFP.*

**This Bids/Purchases was approved.**

aa. Approval to accept proposals for Auction Services

*RFPs were sent out for Auction Services and three proposals were received. The City Manager recommends selecting two in order to meet the demand of whatever item is to be auctioned. He recommends the selection of Powell Auction and Marcka Auction Services. The third proposal received was not considered because it was incomplete.*

**This Bids/Purchases was approved.**

6. Other Business

7. City Attorney's Report

a. City Attorney's Report-August 2021

*City Attorney Will Ridley reported there have not been any lawsuits filed within the last thirty days.*



**This Report was received and filed.**

**8. City Manager's Report**

**a. City Manager's Report - August 2021**

*City Manager Greg Wood gave the monthly revenue report 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, monthly utility maintenance, FBO, special projects, bonded debt, and grants.*

**This Report was received and filed.**

**ADJOURNMENT**

*The meeting adjourned at 6:13 p.m.*