

# City of Crossville

392 N. Main  
Crossville, TN 38555



## Minutes

Tuesday, August 13, 2019

6:00 PM

Council Chambers

## City Council

*Mayor James Mayberry*  
*Mayor Pro-Tem Art Gernt, Jr.*  
*Council Member J.H. Graham, III*  
*Council Member Rob E. Harrison*  
*Council Member Scot Shanks*  
*City Manager Greg Wood*  
*City Clerk Valerie Hale*

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

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

**Present:** 5 - Council Member J. H. Graham, Council Member Rob Harrison, Mayor Pro-tem Art Gernt, Council Member Scot Shanks and Mayor James Mayberry

**a.** Pappy's Place Bar & Grill LLC

*Jerry T. Rice, Jr. has submitted an application for an on and off premises beer permit for Pappy's Place Bar & Grill, LLC located at 1133 Genesis Road. Chief Jessie Brooks reported a clear-records report and recommended approval.*

**A motion was made by Mayor Pro-tem Art Gernt, seconded by Council Member Scot Shanks, to approve the on-off premises permit. The motion carried by the following vote:**

**Aye:** 5 - Council Member J. H. Graham, Council Member Rob Harrison, Mayor Pro-tem Art Gernt, Council Member Scot Shanks and Mayor James Mayberry

*With no further business to discuss, the meeting adjourned at 5:46 p.m.*

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

*Mayor Mayberry called the Solicitation Board to order at 5:55 p.m.*

**Present:** 5 - Council Member J. H. Graham, Council Member Rob Harrison, Mayor Pro-tem Art Gernt, Council Member Scot Shanks and Mayor James Mayberry

**a.** United Fund of Cumberland County

*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 J. H. Graham, seconded by Council Member Rob Harrison, to approve the solicitation permit for United Fund for 2019-20. The motion carried by the following vote:**

**Aye:** 5 - Council Member J. H. Graham, Council Member Rob Harrison, Mayor Pro-tem Art Gernt, Council Member Scot Shanks and Mayor James Mayberry

*With no further business to discuss, the Solicitation Board adjourned at 5:56 p.m.*

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

**Call to Order**

*The City Council for the City of Crossville met in regular session on August 13, 2019 at Crossville City Hall. Mayor James Mayberry was present and presiding. He called the meeting to order at 6:00 p.m.*

*Council member Scot Shanks provided the invocation. The Young Marines presented the colors and led the Pledge of Allegiance.*

**Roll Call**

**Present:** 5 - Council Member J. H. Graham, Council Member Rob Harrison, Mayor Pro-tem Art Gernt, Council Member Scot Shanks and Mayor James Mayberry

*Others present were City Manager Greg Wood, City Attorney Will Ridley, City Clerk Valerie Hale, Assistant City Clerk Malena Fisher, Lee Lawson, Jessie Brooks, Andy Vaughn, Jim Young, Cheryl Duncan, Fred Houston, Kevin Music, Darian Dykes, Levonn Hubbard, Ken Ferguson, Billy Martin, Jerry Rice, Mike Turner, Michele Billupo Costanza, Olivia Billupo, and Bianca Billupo.*

**1. Proclamations/Presentations-NONE**

**2. Public Comment**

*There were no public comments.*

**3. Appointments-NONE**

**4. Consent Agenda**

**A motion was made by Council Member J. H. Graham, seconded by Council Member Scot Shanks, to approve Items A-R on the Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Council Member J. H. Graham, Council Member Rob Harrison, Mayor Pro-tem Art Gernt, Council Member Scot Shanks and Mayor James Mayberry

**a. Approval of minutes (07/09,07/23,08/06)**

*Approval of minutes (07/09,07/23,08/06)*

**The Minutes were approved.**

**Ordinances on Third Reading**

- b. Ordinance amending FY19-20 Budget for payment of capital outlay notes for the radio communications system.

*A budget amendment must be passed to authorize the payment of the capital outlay notes for the radio communications system. City Council voted on July 23, 2019 to pay the notes rather than extending the loan.*

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

### **Ordinances on Second Reading**

- c. Ordinance amending FY19-20 budget for 2018 CDBG Sewer Rehab

*The 2018 CDBG Sewer Rehab project bid from Portland Utilities Construction Co. is recommended by the Engineer of record. City Council recently approved the bid at the amount of \$593,168.00 without the deductive alternate.*

*The contract amount of \$593,168.00 exceeds the original estimated cost in the grant by \$124,329.00 and a budget amendment (\$150,000) for the additional monies is required.*

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

- d. Ordinance amending FY2018-19 Budget Amendment Year End Adjustment

*Grinder pumps are under budget due to sales and inventory adjustments; therefore, a \$60,000 budget amendment is necessary.*

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

### **Additional Consent Items**

- e. Approval of retirement/decommissioning of Canine Arko

*Due to age, Chief Brooks is recommending that Canine Arko retire. He also recommends giving Canine Arko to his handler, Dep. Chief Kendrick, who is willing to keep and maintain him at his own expense as his personal canine and pet.*

**This item was approved as recommended.**

- f. Approval of temporary street closings for Taste of Crossville

*DCI is planning the annual Taste of Crossville for Thursday, September 5. They request street closings as follows from 3:00 p.m. to 9:00 p.m.:*

*Main Street from Neecham to 4th  
Taylor Avenue from Thurman Street to Main Street*

**This Permit was approved.**

- g. Approval of temporary street closings (Main Street from Taylor Avenue to East First Street) for Scarecrow Festival October 12, 8:00 a.m.-2:00 p.m.

**This Permit was approved.**

**h.** Approval of temporary road closings for CCHS Tip Off Club 5K

*The CCHS Tip Off Club is planning a fundraising event to raise funds for the CCHS Basketball teams. They plan a 5K Color Run on Saturday, September 14, on the City approved Cook Road route. The race will be staged on River Otter Drive beginning at approximately 9:00 a.m. and ending at 11:00 a.m.*

**This Permit was approved.**

**i.** Approval of Certificate of Compliance for Simonton's Cheese House, Inc.

*In order to continue to sell wine in their store, Simonton's Cheese House, Inc. located at 2278 Hwy. 127S has requested issuance of a Certificate of Compliance. The Certificate will simply state that the applicants' backgrounds (Sasha D. Lowery and Nicholas S. Frazier) have been checked and there have been no felony convictions within the past 10 years and the location complies with all zoning laws. The Police Department is conducting the background check and zoning is not an issue in Crossville.*

**This Permit was approved.**

**j.** Approval of FY19-20 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. The City is required to provide a 5% local match.*

**This Contract was approved.**

**k.** Approval of contract and memorandum of understanding for Utility Relocation Engineering Services Northwest Connector Phase 2

*City Staff is in the process of starting the appraisal process for the right of way acquisition. When the appraisal process is complete, owners of the property will be contacted with offers to purchase the acquisitions. The utility easements are needed at that time so that offers can be made for the easements.*

*A contract from Gresham Smith is attached for the utility relocation services in a total amount of \$103,500.00 for preliminary design, final design and construction documents.*

*Staff recommends the approval of the contract.*

*A Memorandum of Understanding is included which is a requirement by TDOT defining proper procedures to be followed by the Engineer and the City of Crossville. This document will be submitted along with the signed contract between the City of Crossville and Gresham Smith.*

**This Contract was approved.**

**l.** Approval of Cooperation Agreement between Obed Watershed Community Association and Tennessee Department of Agriculture for work along the Little Obed River.

*Dennis Gregg with the Obed Watershed Community Association has approached the City to be a Cooperator on a grant application for restoration work along the Little Obed River. The City is a cooperator because we own property along the river and we will not be able to remove the "best management practices" at a later date.*

*Mr. Gregg has asked that the City provide in-kind services, which include mechanical brush cutting along the existing gravity sewer, use of the waste water treatment plant John Deere gator and trailer, and possible truck delivery of stone for the project.*

**This Contract was approved.**

- m. Approval of contract with Flynn Sign Co. Inc.

*The City Manager proposes a contract for advertising with Flynn Sign Co. Inc. in the amount of \$900 per month. This includes one full digital billboard spot with the location being based on availability and the City's needs and requests. It also includes ½ spot on S. Main Street across from Cumberland Medical Center.*

**This Contract was approved as recommended.**

### **Bids/Purchases**

- n. Approval to Purchase 2019 Ford F-350 Super Cab 4WD for Utility Maintenance

*The Utility Maintenance Department obtained a quote from Ford of Murfreesboro for a new 2019 Ford F-350 Super Cab 4WD for \$43,731.00. Ford of Murfreesboro has a contract with the State of Tennessee for vehicles. The vehicle was approved to be purchased in the FY2019-2020 budget.*

**This Purchase was approved.**

- o. Approve to purchase the Dura Patcher for the Street Department

*Bids were accepted for a Dura Patcher Trailer for the Street Department. After reviewing the only bid received, the Street Department supervisor recommends purchasing it from CMI Equipment Sales, Inc. for the purchase price of \$65,718.00. This item was budgeted for and approved in the 2019-2020 fiscal year budget.*

**This Bid was approved as recommended.**

- p. Approval to purchase Safariland Body Armor & Outer Carriers

*These Safariland Body Armor vests and outer carriers are to be issued to Crossville Police Department officers. GT Distributors, Inc is a Tennessee State bid contractor for ballistic vests. The Administrative Captain has obtained a quote from GT Distributors Inc. for these ballistic vests, for new K9 officers and officers whose vests are expired, in the amount of \$5270. This purchase has been approved by Chief Jessie Brooks. Uniform equipment purchases are budgeted in the 2019-2020 annual budget.*

**This Purchase was approved as recommended.**

- q. Approval to purchase laminated wood shelter package for Meadow Park Lake

*Bids were received on July 23, 2019 for a 30 ft. X 52 ft. laminated wood shelter*

package for the construction of a pavilion at Meadow Park Lake. The low bid was received from Zenecar, LLC dba Enwood Structures and staff recommends the low bid. Funds are budgeted for this purchase in FY19-20.

**This Bid was approved as recommended.**

- r. Approval to purchase side discharge manure spreader

*Bids were received on July 23, 2019 for a side discharge manure spreader. The low bid was received from Mountain Farm International in the amount of \$20,999. Staff recommends the low bid. Funds are budgeted in FY19-20 for this purchase.*

**This Bid was approved as recommended.**

## 5. Other Business

- a. Discussion and action on Holiday Lake water level and maintenance procedures

*Effective October 2018, the City Council approved a motion that stated:*

*“On an annual basis during the month of April, the City Council will review the policy to drop lake level no more than 4 ft. for property maintenance during the months of October, November and December (ending no later than February) assuring there is no conflict with Lake Tansi lake level procedures.”*

*Mayor Pro Tem Gernt stated that he had spoken with the new owner of the lake, Bruce Cannon. Mr. Cannon supports repairs and the lake lowering policy, but if any work beyond the individual property line is required, Mr. Cannon should be contacted.*

**A motion was made by Council Member Scot Shanks, seconded by Council Member Rob Harrison, to amend the current Holiday Lake level policy to be on a schedule of dropping the water level October 1 through December 31 by 4 feet every 3 years beginning in 2019. The motion carried by the following vote:**

**Aye:** 5 - Council Member J. H. Graham, Council Member Rob Harrison, Mayor Pro-tem Art Gernt, Council Member Scot Shanks and Mayor James Mayberry

## 6. City Attorney's Report

- a. City Attorney's Report-August

*City Attorney Will Ridley reported there were no new lawsuits filed within the last 30 days and that he did not have any updates regarding current litigation.*

**This Report was received and filed.**

## 7. City Manager's Report

- b. City Manager's Report - August

*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, water loss, building permits, special projects, bonded debt, and grants. The Chamber of Commerce scorecard was also presented.*

*Mr. Wood also reported that Garrison Park Splash Pad is open and operating, the basketball courts and walking trails at Centennial Park have been resurfaced, painting of the Homestead Water Storage Tank has started.*

*Council member Graham asked about the smoke alarm detector program, He related that this is a very important program. Chief Mike Turner reported that the State of Tennessee furnishes the alarms and the City installs them. The Crossville Fire Department recently installed 2,000.*

*Mayor Mayberry commended the engineering department for presenting a new idea for resurfacing the basketball courts, which saved the City approximately \$70,000.*

**This Report was received and filed.**

## **ADJOURNMENT**

*With no further business to discuss, the meeting adjourned at 6:16 p.m.*

**This meeting was adjourned.**