

# City of Crossville

392 North Main Street  
Crossville, Tennessee 38555



## Minutes

**Tuesday, July 9, 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.**

**Present:** 5 - Council Member Art Gernt, Council Member Scot Shanks, Council Member Mike Turner, Mayor Pro-tem Rob Harrison and Mayor R.J. Crawford

**a.** Vapors Choice

*Vincent B. Walton of Vapors Choice applied for an on-premise beer license. Chief Brooks stated he found no issues in the application and recommended approval of the license.*

**A motion was made by Council Member Art Gernt, seconded by Mayor Pro-tem Rob Harrison, to approve this beer license. The motion carried by the following vote:**

**Aye:** 5 - Council Member Art Gernt, Council Member Scot Shanks, Council Member Mike Turner, Mayor Pro-tem Rob Harrison and Mayor R.J. Crawford

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

*A Public Hearing regarding the annexation of Tax Map 112 015.02 was held at 5:50 p.m. on July 9, 2024. Mayor Crawford was present and presiding. He requested for anyone who would like to speak on this annexation to address Council at this time. Seeing none, he adjourned the Public Hearing at 5:51 p.m.*

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

*The Crossville City Council met for its monthly meeting on July 9, 2024 at Crossville City Hall. Mayor Crawford was present and presiding. He called the meeting to order at 6 p.m. Willard Dale, Cumberland View Baptist Church, provided the invocation and the Young Marines presented the Colors and led the Pledge of Allegiance.*

**Roll Call**

**Present:** 5 - Council Member Art Gernt, Council Member Scot Shanks, Council Member Mike Turner, Mayor Pro-tem Rob Harrison and Mayor R.J. Crawford

*Others present were City Manager Valerie Hale, City Clerk Baylee Rhea, City Attorney Randy York, Lee Lawson, Larry Kidwell, Cheryl Duncan, Mary Farris, Bruce Farris, Burt Allaire, Willard Dale, Andrew Kraus, Jessie Brooks, Chris South, Ethan Hadley, Joshua Parcher, Mark Fox, Nathan Clouse, Tim Begley, and the friends and family of the Young Marines.*

**1. Proclamations/Presentations**

*There were no proclamations or presentations for the month of July.*

**2. Public Comment**

*There were no comments made.*

**3. Appointments****a. Health and Educational Facilities Board**

*The terms of Dr. Jon Simpson and Clark West have expired. They have both agreed to serve for an additional 6 year term.*

**A motion was made by Mayor Pro-tem Rob Harrison, seconded by Council Member Scot Shanks, to re-appoint Dr. Jon Simpson and Clark West to the Health and Educational Facilities Board.. The motion carried by the following vote:**

**Aye:** 5 - Council Member Art Gernt, Council Member Scot Shanks, Council Member Mike Turner, Mayor Pro-tem Rob Harrison and Mayor R.J. Crawford

**b. Cumberland Plateau Water Authority**

*Greg Tabor currently serves on the Cumberland Plateau Water Authority and has submitted a 6 month notice of resignation. There were no suggestions made at this time to fulfill the remainder of Mr. Tabor's term.*

**This item was tabled until the next City Council meeting.**

**c. Crossville Regional Planning Commission**

*Landon Headrick's term has expired on the Crossville Regional Planning Commission. He is willing to continue to serve another term.*

*Greg Tabor has submitted his resignation for the Crossville Regional Planning Commission. His term expires on March 1, 2027. James Mayberry has agreed to fulfill the remainder of his term.*

**A motion was made by Mayor R.J. Crawford, seconded by Mayor Pro-tem Rob Harrison, to re-appoint Landon Headrick for a 5 year term and James Mayberry to fulfill term of Greg Tabor's on the Crossville Regional Planning Commission. The motion carried by the following vote:**

**Aye:** 5 - Council Member Art Gernt, Council Member Scot Shanks, Council Member Mike Turner, Mayor Pro-tem Rob Harrison and Mayor R.J. Crawford

**d. Airport Committee**

*Gwen Schallow has submitted her resignation from the Airport Committee. The Airport Committee recommends appointing Chad Christopher to fulfill the remainder of her term which expires in March 2028.*

**A motion was made by Mayor Pro-tem Rob Harrison, seconded by Council Member Scot Shanks, to appoint Chad Christopher for the remainder of the term. The motion carried by the following vote:**

**Aye:** 5 - Council Member Art Gernt, Council Member Scot Shanks, Council Member Mike Turner, Mayor Pro-tem Rob Harrison and Mayor R.J. Crawford

#### 4. Chamber of Commerce Report

*Ethan Hadley, President/CEO of the Crossville-Cumberland County Chamber of Commerce, provided an update regarding the site development grant. He thanked the Crossville Chronicle for the publication and explanation they published in a recent issue of the paper regarding the grant and the opportunities it will bring it citizens in Crossville and Cumberland County.*

*Mr. Hadley went on to make a presentation regarding tourism in Crossville/Cumberland County and the State of Tennessee. Cumberland County is ranked 13th in tourism spending in Tennessee. He stated Flat Rock and other developments provide an opportunity to move up in ranking and generate more tax dollars being spent in the area.*

#### 5. Consent Agenda

*Council member 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.*

*Mayor Pro-tem Harrison followed by inviting the public to attend future Work Sessions.*

**A motion was made by Council member Art Gernt, seconded by Council member Scot Shanks, to approve items 5A-O on the Consent Agenda.**

**Aye:** 5 - Council Member Art Gernt, Council Member Scot Shanks, Council Member Mike Turner, Mayor Pro-tem Rob Harrison and Mayor R.J. Crawford

#### **Ordinances on First Reading**

##### a. Approval of the Water and Sewer Connections and Main Line Extension Ordinance

*The water and sewer connections and main line extension ordinance has been amended to reflect necessary changes. These changes were made to address issues that have arisen and been presented to Council and Planning Commission multiple times. The Planning Commission has reviewed the proposed ordinance and did not have any suggested changes.*

*This ordinance amends Title 18 Section 106, 107, 108, and 109. These sections were combined in to one section.*

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

#### **Ordinances on Second Reading**

##### b. Ordinance approving Stormwater Management

*The City of Crossville is an operator of a Small Municipal Separate Storm Sewer System (MS4) which is authorized to discharge stormwater runoff into waters of the*

*State of Tennessee under the National Pollution Discharge Elimination System (NPDES) Permit Number TNS000000. To adhere to rules under permit TNS000000, the City of Crossville must update its Stormwater Ordinance to current permit requirements and adopt an Enforcement Response Plan.*

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

- c. Ordinance amending §15-125 in the Crossville Municipal Code regarding Rules of the Road

*City Attorney Randy York has suggested to amend the Rules of the Road ordinance by removing the State Traffic Statute 55-8-103.*

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

- d. Ordinance amending Title 14, Chapter 5 of the Crossville Municipal Code-Business Signs and Outdoor Advertising

*Approval of an ordinance amending Title 14, Chapter 5 of the Crossville Municipal Code - Business Signs and Outdoor Advertising is requested.*

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

### **Additional Consent Items**

- e. Approval of A Time 4 Paws Mobile Home Variance Request

*The owner of A Time 4 Paws is requesting two variances to the Mobile Home Ordinance, 14-402(A)(1) and 14-402(A)(4).*

*14-402(A)(1) states, "The mobile home is new or no more than 20 years old". The mobile home in question is from 1994. They are requesting a variance from this section due to hardship, and that the current condition of the home is good.*

*14-402(A)(4) states, "The mobile home is placed on a permanent perimeter block foundation built to city's building codes." They are requesting this be waived due to hardship, and that the mobile home will only remain on the property as long as the current resident is living. Upon their passing, the mobile home will be removed from the site.*

*A new sewer and water tap will be required for the placement of the mobile home. The owner of A Time 4 Paws will be paying the cost of these new taps. The Planning Commission recommended approval at their June 20, 2024 meeting. They suggested recording the allotted time frame for the variance.*

*City Attorney Randy York stated documentation would need to be recorded regarding the variances. Mr. York suggested to also record once the trailer is removed, it is not to be replaced, and instead of when the tenant passes away, it should state when the current tenant no longer occupies the home.*

**This item was approved as recommended.**

- f. Approval of annexation of Tax Map and Parcel 112 015.02

*The property owner is requesting the annexation of their property along Spruce Loop*

*(Tax Map and Parcel 112 015.02). In order to annex their property, the City will need to include the ROW of Spruce Loop that fronts the requested property. The total area being annexed is 18.62 acres. This includes approximately 4,000 feet of Spruce Loop. There are existing water and sewer lines along Spruce Loop that will service the annexed area.*

*The Planning Commission approved the Plan of Services and recommended annexation at their June 20, 2024 meeting.*

**This item was approved as recommended.**

**g. Approval of observed holidays**

*The State of Tennessee closes for the following holidays (total of 14):*

*New Year's Day*

*Martin Luther King, Jr. Day*

*President's Day*

*Good Friday*

*Memorial Day*

*Juneteenth*

*4th of July*

*Labor Day*

*Veteran's Day*

*Thanksgiving Day*

*Friday after Thanksgiving*

*Christmas Eve*

*Christmas Day*

*New Year's Eve*

*The holidays on their schedule that we do not close for are: Good Friday and Juneteenth.*

*The City closes for a total of 13 holidays. There is one holiday that we close and the State does not: Columbus Day.*

**This item was approved as recommended.**

**h. Approval of term lengths for Sports Authority members**

*The Sports Authority of the City of Crossville members were recently appointed with 7-year term lengths. A suggestion was made to stagger their term lengths.*

*One member will serve for 2 years, two members will serve for 4 years, and three members will serve for 6 years, with all subsequent terms shall be 6 years. City Council discussed allowing the Sports Authority of the City of Crossville board members to determine which members will serve for each amount of time.*

*Tracey Barnes and Rob Patton are appointed for a 2-year term. Brock Hill and Mark Moore are appointed for a 4-year term. Sheryl Webb, Ethan Hadley, and Lou Morrison are appointed for a 6-year term.*

**This item was approved as recommended.**

**i. Approval of sidewalk maintenance at and around 79 South Main Street**

*Mark Moore recently purchased the building located at 79 South Main Street. The Downtown Sidewalk Project will be replacing the sidewalks in front of the building and down a portion of East First Street until approximately the first side entrance to the building. Mr. Moore is requesting for the City to replace the remainder of the sidewalk to the intersection of Thurman Avenue and East First Street. This is an additional 75 feet of sidewalk. Mr. Moore is currently remodeling the building and believes this would make a significant difference in the area.*

**This item was approved as recommended.**

**j. Approval to close a portion of Cotton Patch Drive**

*The owners of the adjoining properties on Cotton Patch Drive have requested to temporarily close a portion of the road to eliminate littering and dumping at the end of the road. The Fire Chief, Street Superintendent, and Director of Engineering have discussed the closure and do not see any issues with the closure. The road will be re-opened when there is a need for access to the closed portion. A map of the closure is attached.*

**This item was approved as recommended.**

**k. Approval to release the current financial guarantee and accept an updated financial guarantee - East Ridge Drive**

*The property owner of 3 lots along East Ridge Drive, located off Cook Road, received approval in June 2023 to install a low-pressure sewer line. The extension will be approximately 520 feet. The property owner is wishing to have the line installed himself and must cover 100% of the cost of the project. At this time, the work has not been completed, but the letter of credit in the amount of \$15,562.32 has expired. Per the City's ordinance for mainline extension, a financial guarantee in the estimated amount is to be provided to the City for the cost of the project, and if the project is not completed within 12 months, a new letter of credit must be accepted with a 10% increase in funds. Cooper and Company plan to install the low-pressure sewer line in the near future and has provided a new letter of credit in the amount of \$17,119.*

**This item was approved as recommended.**

**l. Approval of financial policies**

*Finance Director Nathan Clouse suggests adopting the financial policies created by the City's Financial Advisor Larry Kidwell and amended by Mr. Clouse.*

**This item was approved as recommended.**

**m. Approval of grant application regarding SRO Officers**

*Chief Jessie Brooks requests approval to apply for an endowment grant from the State of Tennessee in the amount of \$300,000. The grant is specifically to pay for SROs.*

**This item was approved as recommended.**

**n. 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 2023, the amount was \$199,835.86. For 2024, the amount is reduced to \$74,190.66. This contract is in lieu of providing a performance bond in this amount to guarantee the financial responsibility.

**This item was approved as recommended.**

### **Bids/Purchases**

**o. Approval of Asbestos Abatement 153 Livingston Road**

*One proposal was received for the asbestos removal from the building recently occupied by McGinnis Tile. The proposed project consists of asbestos abatement of the transite roof panels in the existing building. Staff reviewed the proposal from Team Environmental Group LLC.*

*Team Environmental Group will work with the City as the building is demolished and remove the asbestos and place it in dumpsters at a lump sum cost of \$37,000.00. Team Environmental Group is also responsible for the air quality permit and the disposal of the asbestos. City staff recommends the proposal be accepted with one change that was clarified in an email.*

**This item was approved as recommended.**

**6. Other Business**

**7. City Attorney's Report**

**a. City Attorney's Report**

*City Attorney Randy York reported not having any new information to report to Council at this time.*

**This report was received and filed.**

**8. City Manager's Report**

**a. City Manager's Report**

*City Manager Valerie Hale reported on sales tax, hotel/motel tax, and liquor tax. She stated we were projected to be above our budgeted amount.*

*She also informed Council that the softball tournament from last month generated 300 hotel rooms and thanked Mason Fox for gathering the data.*

**This report was received and filed.**

### **ADJOURNMENT**

**A motion was made by Council Member Scot Shanks at 6:19 p.m., seconded by Council Member Art Gernt, to adjourn the meeting. The motion carried unanimously.**