

City of Crossville

392 North Main Street
Crossville, Tennessee 38555



Minutes

Tuesday, November 18, 2025

6:00 PM

Council Chambers

City Council

Mayor R.J. Crawford
Mayor Pro-tem Art Gernt
Council Member Mike Turner
Council Member Mark A. Fox
Council Member James Mayberry
City Manager Valerie Hale
City Clerk Baylee Rhea

PUBLIC HEARING - 5:50 p.m.

Present: 5 - Mayor R.J. Crawford, Mayor Pro-tem Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

Public Hearing - Annexations

A review of the Plan of Services is required every 6 months after annexation until the Plan of Services has been fulfilled. It has been 6 months since the previous review of Tax Map 099, Parcel 14.01 (Northside Dr.) The Plan of Service is expected to be fulfilled prior to the next 6-month review.

Mayor Crawford asked if anyone in attendance was here to speak on the Plan of Services.

Seeing none, the Public Hearing was adjourned.

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

The Crossville City Council met for its monthly meeting on Tuesday, November 18, 2025 at Crossville City Hall. Mayor Crawford was present and presiding. He called the meeting to order at 6 p.m. Rick Page, Plateau Christian Church, provided the invocation and the Young Marines presented the Colors and led the Pledge of Allegiance.

Roll Call

Present: 5 - Mayor R.J. Crawford, Mayor Pro-tem Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

Others present were City Manager Valerie Hale, City Clerk Baylee Rhea, Wade Blair, Lee Lawson, Jessie Brooks, Gary Nelson, Connie Clapper, Chuck Clapper, Kathleen Welch, Jamie Farris, Craig Christen, Terry Potter, Dustin Lester, Deb Prohaska, Ethan Hadley, Rob Harrison, Ben Welch, Larry Kidwell, Bob Ross, Burt Allaire, James Patten, Carlene Hesteis, W.E. Baker, Johnna McCoy, Gary Milas, Samantha Hollingsworth, Davey Hollingsworth, George Paulisin, Gwen Schallow, Doug Brady, Rick Page, and the friends and family of the Young Marines.

1. Proclamations/Presentations**a. November Proclamations/Presentations**

Charles Chuck Clapper was presented with a certificate for his induction in to the Crossville Memorial Airport's Hall of Fame.

Student of the Month Davey Hollingsworth was named Student of the Month for November. November is Manners month.

Mayor Crawford read a resolution naming Milo the Otter as the City of Crossville's Official City Mascot.

Chamber President/CEO Ethan Hadley was presented with a proclamation for Small Business Saturday.

These items were presented.

2. Public Comment

There were no comments made.

3. Appointments

a. Leisure Service Committee Appointments

Last month, City Council passed an ordinance regarding a Leisure Services Committee. Appointments to fulfill the nine open seats need to be made. The following are categories on this committee:

- (1) Palace*
- (2) Trails*
- (3) Marketing*
- (4) Meadow Park Lake*
- (5) YMCA*
- (6) Youth leagues*
- (7) Member at large*
- (8) Member at large*
- (9) Leisure Services Director*

The first board which will have three members appointed for one year and three members appointed for two years, and three members appointed for three years.

Staff recommendation:

Trails: Brock Hill

Marketing: Chris Peterson

Tournaments: Karli Threet

Youth Leagues: Eric Shaver

Palace: Breanna Ragle

Member at Large: Marlo Wright

Member at Large: Pepe Peron

YMCA: Mandy Perhay

Meadow Park Lake: Johann Bauer

A motion was made by Council Member James Mayberry, seconded by Council Member Mark A. Fox, to appoint members recommended by Staff and allow members to designate their terms on the Committee. The motion carried by the following vote:

Aye: 5 - Mayor R.J. Crawford, Mayor Pro-tem Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

4. Chamber of Commerce Report

President/CEO of Crossville-Cumberland County Chamber of Commerce provided the City Council with a report on the Chamber's calendar of events and updates on tourism and local businesses.

5. Consent Agenda

Approval of the Consent Agenda

A motion was made by Mayor Pro-tem Art Gernt, seconded by Council Member Mike Turner, to approve the Consent Agenda items 5 A-R excluding item H. The motion carried by the following vote:

Aye: 5 - Mayor R.J. Crawford, Mayor Pro-tem Art Gernt, Council Member Mike Turner, Council Member Mark A. Fox and Council Member James Mayberry

Ordinances on First Reading

a. Ordinance amending FY 25-26 Budget

A budget amendment is necessary to amend the FY 25-26 budget.

This Ordinance was approved on first reading.

b. Ordinance adding §15-805 - Work Zone Signage

Street Department Supervisor Kevin Music and Police Chief Brooks recommended an ordinance be drafted regarding businesses and contracts placing temporary work zone signage. This signage will alert drivers that someone may be parked in or working in the street.

This Ordinance was approved on first reading.

Additional Consent Items

c. Approval of minutes (CC 10/14, Retreat 10/21, WS 11/4)

The Minutes were approved as recommended.

d. Approval of financing for Fire Station #1 and #2

Finance Director Nathan Clouse recommended financing options for the remodel and construction of Fire Stations #1 and #2. He requested for approval to use the Tennessee Bond Fund for financing rather than a municipal advisor. He stated there will be savings in fees and we will not have to get rated by S&P Global again.

Council member Mayberry asked for clarification on if this obligated the City to use the Tennessee Bond Fund or allowed the Finance Director to explore this option. City Manager Hale stated that the resolutions were not being adopted at this time, but this would allow the Finance Director to get information and begin working with the Tennessee Bond Fund to prepare numbers to bring before Council.

This Resolution was approved as recommended.

e. Approval of donation to the Military Museum

At the October Work Session, the Military Museum requested for City Council to donate \$21,000 toward their HVAC system.

This Resolution was approved as recommended.

f. Approval of request for City Mascot

Downtown Crossville Inc. has submitted a request in regards to designating "Milo the Otter" as the City of Crossville's official mascot.

Introduced in 2025, Milo was created to personify Crossville's community pride, natural beauty, and family-friendly energy. His name was chosen to honor Sergeant Milo Lemert, a World War I Medal of Honor recipient raised in Crossville, symbolizing the City's enduring spirit of service and courage.

Downtown Crossville, Inc. requests the City Council's adoption of a resolution formally designating Milo the Otter as the Official Mascot of the City of Crossville. This action would:

·Celebrate Crossville's local heritage and natural character

·Honor the memory of Sgt. Milo Lemert

·Strengthen the City's community branding and tourism appeal

This Resolution was approved as recommended.

g. Approval of offer to purchase property

City Manager Valerie Hale received an offer to purchase property the City owns located in Greenbrier subdivision. James and Bonnie Hemmerich have offered \$1,200 for Tax Map and Parcel 101PE 006.00. This property backs up to property they currently own. The Hemmerichs' would be responsible for the costs associated with the sale of the property as well.

This Resolution was approved as recommended.

h. Approval to dispose of a firearm

This item was pulled from the agenda.

i. Approval of Debt Policy

Finance Director Nathan Clouse recommends updating the Debt Policy to reflect changes necessary for financing.

This Policy was approved as recommended.

j. Approval of temporary street closure for Christmas Wellness 5K

Total Balance Therapy has requested a temporary street closure on December 13,

2025 at 8:30 a.m. until 10:30 a.m. or earlier if runners finish for their Christmas Wellness 5K. This is the same day as the Christmas Parade. They have offered multiple options for routes. Staff recommends Option 4. This route would require 3 laps to complete the 5K.

This Permit was approved as recommended.

- k. Approval of grant application to the Department of Justice for grant money to purchase police vests

The Department of Justice provides a grant program to pay 50% of costs for the purchase of vests for the police officers.

This Contract was approved as recommended.

- l. Approval of FY25-26 Airport Maintenance Grant

The Tennessee Department of Transportation-Aeronautics Division is providing a maintenance grant in the amount of \$20,000 to cover maintenance costs at the Crossville Memorial Airport.

This Contract was approved as recommended.

- m. Approval of LPRF grant contract

Approval of the grant contract for the playground at Centennial Park is recommended. The grant is a 50/50 match.

This Contract was approved as recommended.

- n. Approval of Urban Forester grant contract

This City of Crossville was awarded a grant to contract with an arborist to train employees on tree care, take a tree inventory, advise on tree planting and removal, and plant trees. Approval of the grant contract is requested.

This Contract was approved as recommended.

- o. Approval of Asset Management Plan grant contract

The City of Crossville has been awarded the Asset Management Plan grant for both water and sewer totaling \$500,000. Approval of the grant contract is recommended.

This Contract was approved as recommended.

- p. Approval of awarding RFP for Construction Services of the New Office and Maintenance Building for Catoosa Utility District

The City received six proposals. Based upon the RFP's criteria for evaluation that was included in the RFP - Construction Services - New Office and Maintenance Building for Catoosa Utility District, the Engineering Department staff recommends ETC Construction, LLC of Crossville, TN be awarded the contract. Staff recommends both alternates, one and two, be accepted with a total project price of \$1,128,201.00. Alternate one included Roll Up Type Garage Doors and Alternate two included a Stand By Generator for the building.

This Contract was approved as recommended.

- q. Approval of Downtown Pedestrian Improvements TAP 126662.00
Change Order #6 and Final Summary Change Order

Change order #6 includes the material payment for two decorative pedestrian signal poles. The poles are a specialty item and two of the poles were eliminated by installing the pedestrian signals to light poles. Following TDOT standard specification, the poles were delivered to the City and we only pay for material cost from the supplier. The total cost of this change order is \$3,551.01.

The Final Summary Change Order will balance all remaining items out to zero. This change order is a deduct of approximately \$301,320.66. Staff recommends the approval of both change orders.

This Contract was approved as recommended.

- r. Approval of contract amendment regarding Fourth Street & West Avenue intersection

The City currently has a contract with Gresham Smith Partners for the design of the traffic signal for the Fourth Street & West Avenue intersection. Before the design of the project started, it was determined that the storm sewer in the intersection would require lowering for the addition of the ADA sidewalk corners. We soon discovered that the new storm sewer bisected almost all of the gravity sewer in the area. This contract amendment resolves the gravity sewer conflicts by redesigning the storm sewer, provides for Right of Way Exhibits and Descriptions, and resolves problems with the project timeline.

The Director of Engineering recommends the approval of the amendment at the amount of \$39,700.00.

It is believed that the City will have enough TDOT Surface Transportations Funds to bid the construction of this project in the next budget year.

This Contract was approved as recommended.

6. Other Business

7. City Attorney's Report

- a. City Attorney's Report

Wade Blair reported there were no pending lawsuits or pressing matters at this time.

This Report was received and filed.

8. City Manager's Report

- a. City Manager's Report

Council member Fox requested an update regarding Fire Station #2. Director of Engineering Tim Begley provided an update.

City Manager Valerie Hale made announcements regarding the bridge on Highway 70 North being closed beginning Wednesday, November 19th and the closure is expected to take about a year. She went on to inform Council that the Pickleball Courts at Centennial Park will be closed for approximately 5 days to install new lights. Lastly, the Spec Building foundation is being poured and the delivery of the building will begin the second week of December.

This Report was received and filed.

ADJOURNMENT

A motion was made by Council Member James Mayberry at 6:26 p.m., seconded by Mayor Pro-tem Art Gernt, to adjourn the meeting. The motion carried unanimously.