

City of Crossville

392 North Main Street
Crossville, Tennessee 38555



Minutes

Tuesday, July 11, 2023

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 Greg Wood
City Clerk Valerie Hale

BEER BOARD - 5:45 p.m.**1. Rumors Bar & Grille**

The Crossville Beer Board met to consider an application from Johnny Ray Patterson, Jr. on behalf of Rumors Bar & Grille. All members were present. Mayor R.J. Crawford called the meeting to order at 5:45 p.m.

Johnny Ray Patterson, Jr. submitted an application for an on-premises beer permit for Rumors Bar & Grill located at 1133 Genesis Road.

Chief Jessie Brooks reported a clear background check and recommended approval.

A motion was made by Mayor R.J. Crawford, seconded by Council Member Scot Shanks, to approve on-premises permit. 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

Mayor Crawford adjourned the Beer Board at 5:46 p.m.

SOLICITATION BOARD - 5:55 p.m.**1. Fairfield Glade Lions Club**

The Fairfield Glade Lions Club has 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 Mayor Pro-tem Rob Harrison, to approve permit. 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

Mayor Crawford adjourned the meeting at 5:55 p.m.

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

The Crossville City Council met for its monthly meeting on Tuesday, July 11, 2023 at

Crossville City Hall. Mayor R.J. Crawford was present and presiding. He called the meeting to order at 6:00 p.m. The invocation was provided by Tim Chesson of the Faith Worship Center. 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 City Manager Greg Wood, City Attorney Randy York, City Clerk Valerie Hale, Amanda Houston, Brad Houston, Carrie Houston, Molly Neal, Erica Neal, Mark Fox, Jessie Brooks, Lee Lawson, Larry Kidwell, Heather Mullinix, Terry Potter, Chris South, friends and family of the Young Marines, Kevin Music, Tom Isham, Darian Dykes, Ethan Hadley, Terry Mitchell, Mark Pfaffenroth, Fred Houston, and Tim Begley.

1. Proclamations/Presentations

a. Proclamation - July 2023

Mayor Crawford presented a proclamation to Retired Colonel Terry Mitchell proclaiming September 29 as First Sergeant Milo Lemert Day. First Sgt. Lemert served in World War I and was killed by enemy fire on September 29, 1918 after singlehandedly leading his company to attack the enemy with hand grenades, resulting in the destruction of enemy soldiers and four machine gun emplacements.

This Proclamation was presented.

2. Public Comment

Carrie Houston, a tennis player and student at SMHS, addressed the City Council in regard to the shortage of public tennis courts. She stated that CCHS' courts are being torn down to make room for the construction of an auditorium and that CCHS, the middle school team, and SMHS are having to share courts. She expressed the scheduling conflicts they are experiencing. Miss Houston suggested that the City Council include dual pickleball/tennis courts with the proposed indoor recreation facility and that it would help alleviate some of the scheduling issues they are experiencing.

Molly Neal, a tennis player and CCHS student, discussed having to share the courts with other teams and the difficulties/time restraints. Miss Neal suggested that the City Council consider the addition of dual tennis/pickleball courts in the future indoor recreation facility plans.

Mayor Crawford commended the two students for their willingness to speak.

3. Appointments**a. Tree Board Appointments**

Mayor Crawford re-appoints Janet Dowlan, Linda Hassler, and Bruce Anderson to Tree Board positions. Their terms will expire 05/2026.

This Appointment was announced.

4. Chamber of Commerce Report

Ethan Hadley, President/CEO of Crossville-Cumberland County Chamber of Commerce, reported on the monthly activities and ribbon cuttings. Mr. Hadley also reported that Leadership Cumberland is concluding its session this month and that the next Business After Hours will be held at Twin Pines in August.

5. Consent Agenda**Approval of the Consent Agenda**

Council member Art Gernt noted that the consent agenda items have been discussed at the monthly work session and recommended by City staff. Mayor Pro Tem Harrison noted that all of the City Council meetings are open to the public and encouraged the public to attend the work sessions the first Tuesday of every month.

A motion was made by Council Member Art Gernt, seconded by Mayor Pro-tem Rob Harrison, to approve the Consent Agenda Items 5A-P. 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

Ordinances on First Reading**a. Ordinance amending Title 16 Chapter 5 Streets and Sidewalks**

An ordinance to regulate temporary street closures is proposed and was presented for review.

This Ordinance was approved on first reading.

b. Ordinance amending FY22-23 budget for end of year adjustments

A budget amendment is necessary for the end of year adjustments.

This Ordinance was approved on first reading.

Additional Consent Items

- c. Approval of minutes (6/13)
- The Minutes were approved.**
- d. Approval of Variance Request-Myrtle/Lee Development
- The developer is proposing the addition of multiple rental units along Lee Street, which is located between Myrtle Avenue and Lee Avenue. Lee Street is a private drive that is proposed to be a one-way street. The developer is seeking a variance from the required cul-de-sacs for the cluster housing that is along Lee Street per the ordinance any driveway or private drive is required to have a cul-de-sac. The Crossville Fire Department has viewed the proposed layout and has recommended it. Planning Commission recommends approval of this variance by City Council.*
- This Resolution was approved as recommended.**
- e. Approval to adopt Public Records Policy
- Pursuant to City of Crossville Code of Ordinances, Chapter 8, Section 1-801(E), the public records policy shall be adopted by the City Council and reviewed at a minimum of every two years, outlining the rules to give the fullest possible access to public records. The City Attorney suggests to remove the clause regarding the use of personal devices.*
- This Policy was approved as recommended.**
- f. Approval of the temporary street closure for Christy's Pub Grub
- Christy's Pub Grub is requesting a street closure on Saturday, September 2, 2023 for their 5th Anniversary and Pirate Party from 12 p.m. until 4p.m. They are requesting Second Street be closed from Thurman Avenue to Main Street.*
- This Permit was approved as recommended.**
- g. Approval of the temporary street closure for the Veterans' Day Parade
- Terry Mitchell with the Crossville Veterans' Parade Committee requests a street closure on Saturday, November 4th at 10 a.m. for the Veterans' Day Parade. The parade would follow the Parade Route starting at CCHS and ending at Main Street Church of Christ.*
- This Permit was approved as recommended.**
- h. Approval of Interchange Drive Culvert Installation Closeout Change Order
- The Interchange Drive Culvert Installation project is complete. The change order zeros out all remaining unit price items and closes the project \$892.58 below the original contract price with a new contract price of \$243,747.42. The Director of Engineering recommends the approval of the change order.*
- This Contract was approved as recommended.**

i. Approval of contract for traffic study and truck restriction plan-Main Street and "Truck Route"

The Director of Engineering has reviewed the qualifications of Mattern & Craig to develop the TDOT required study and create the plans for the truck restriction on Main Street (in the downtown area) and the "Truck Route" designation of Miller Avenue SR392 (from North Main to South Main). Mattern & Craig have discussed the study with TDOT and FHWA in order to determine the requirements of the study and have now presented the a contract. The Director of Engineering requested Mattern & Craig to collect data at the Miller Avenue intersections Tenth Street, Fourth Street and Stanley Street in this contract to be used on the signal interconnect project. The contract is an hourly contract with a not exceed total amount of \$85,000 without prior City approval. TDOT has never had an opportunity to approve a project like this and currently, we are anticipating some unknown additional work. The Director of Engineering recommends the approval of the contract.

This Contract was approved as recommended.

j. Approval of Change Order for City Hall Roof

It has been discovered that a portion of the built-up roof has previously been removed which leads to more waste, additional labor and material for that portion of the roof. This was not known or covered in the original bid. The Contractor has agreed to honor its bid price in accordance with a change order that states the City will provide for the transport and disposal of all waste and an additional 30 days added to their contract time. The Director of Engineering recommends the approval of the change order.

This Contract was approved as recommended.

k. Approval of Granicus Services Agreement

Approval is requested for renewal of the Granicus Services Agreement, which is the software used for City Council meetings. This renewal is for one year and the cost is \$1,583.13 per month, which is an increase of \$103.57.

This Contract was approved as recommended.

l. Approval of grant application regarding SRO Officers

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

This Contract was approved as recommended.

m. Approval of the Sale of River Bend Metal Building (127 Livingston Rd.)

Marcka Auction Services (MAS) has proposed to auction the old River Bend Metals red iron building at a live auction. The building is located at 127 Livingston Road is 60 feet by 100 feet. The City will be responsible for advertising in the newspaper and MAS will provide flyers and advertise online. MAS has proposed a fee of 10% buyer's premium or if the buyer's premium is below \$1,500 the city will pay the difference between the buyer's premium and the \$1,500. Staff recommends the live auction because the sale will be higher than a sealed bid.

This Contract was approved as recommended.

n. Approval of engineering services for Interstate Drive Extension

City Staff has contacted two Engineering firms, currently working with the City, for detailed schedules of an approximate 1,400 foot extension of Interstate Drive on the east side of Genesis Road. Staff reviewed the schedules and requested Consor Engineers, LLC to provide a contract for the design of the roadway through all Right of Way, TDOT coordination and Acquisition services. It is important that all TDOT guidelines and rules are followed because we expect TDOT to take over this road in the future. Right of Way plans are currently needed for this section of road to accommodate fast pace growth in this area. The scope of services is proposed is a lump sum fee of \$169,700 and does not include Final Construction Plans, Permitting, Bidding and Construction Services. The Director of Engineering recommends the approval of the proposal.

This Contract was approved as recommended.

o. Approval to dispose of Maintenance Department surplus equipment

The Maintenance Manager requests permission to declare equipment (1999 F350) as surplus to be auctioned off on GovDeals.

This disposal was approved as recommended.

Bids/Purchases

p. Approval to purchase conveyor system for Wastewater Treatment Plant

Approval to purchase and replace the conveyor system is requested by Veolia in the amount of \$61,025.00. Two quotes were received, one for galvanized and one for stainless steel. Veolia staff recommends the galvanized due to the cost difference as it is within the FY22-23 budgeted amount.

This Bids/Purchases was approved as recommended.

6. Other Business

a. Discussion and action regarding temporary street closure for Lunch on the Lawn

Cumberland County Habitat for Humanity is requesting a temporary street closure on Friday, September 15th from 8 a.m. until 1:30 p.m. for their event Lunch on the Lawn. They are requesting to temporarily close Main Street directly in front of the Cumberland County Courthouse from Fourth Street to East Second Street. This allows traffic to flow on Fourth and East Second streets.

Closing Thurman Avenue instead of Main Street was discussed as an option; however, due to the front of the Cumberland County Courthouse being closed, most of the public access into the courthouse is via Thurman Avenue.

City Council expressed concern about Main Street being closed during a weekday, especially a Friday, as well as the length of the time closure and none of the members

made a motion for approval.

This Permit was recommended for disapproval.

- b. Discussion and action regarding approval of bid for construction of box hangar

Bids for the construction of the hangar (80 X 80) that Whisper Aero will occupy were received July 7, 2023. Only one bid was received in the amount of \$1,184,456.00 from J&S Construction. The Director of Engineering recommends accepting the bid.

A motion was made by Council Member Scot Shanks, seconded by Mayor Pro-tem Rob Harrison, to approve bid from J & S Construction. 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

- c. Discussion and action regarding purchase of property to relocate Fire Station 2

An offer has been received from Cotton Patch Properties, Inc. to sell 4.63 acres to the City for \$150,000 per acre for a total amount of \$694,500.00.

The City Attorney discussed mineral rights, specifically the gas wells, located on the property. He recommended that the City Council defer a decision until more information can be gathered.

This Contract was deferred.

7. City Attorney's Report

- a. City Attorney's Report

City Attorney Randy York reported that two lawsuits have been filed related to the Village Inn, one in reference to public records and the other one related to civil rights. Both have been turned over to the insurance company.

This Report was received and filed.

8. City Manager's Report

- a. City Manager's Report

City Manager Greg Wood provided the monthly revenue reports for sales tax, wholesale beer, liquor inspection fees, and hotel occupancy tax. He also gave the monthly statistics for police & fire departments, water loss, utility maintenance, building permits, engineering projects, and the FBO report.

City Manager Wood announced his appointment to the personnel board, Danny Wyatt.

This Report was received and filed.

ADJOURNMENT

A motion was made by Council Member Scot Shanks, seconded by Mayor Pro-tem Rob Harrison at 6:26 p.m., that the meeting be adjourned. The motion carried by an unanimous vote.