

# City of Crossville

392 N. Main  
Crossville, TN 38555



## Minutes

Tuesday, November 13, 2018

6:00 PM

Council Chambers

## City Council

*Mayor James Mayberry*  
*Mayor Pro-Tem J. H. Graham, III*  
*Council Member Pamala Harris*  
*Council Member Scot Shanks*  
*Council Member Danny Wyatt*  
*City Manager Greg Wood*  
*City Clerk Valerie Hale*

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

*The City Council for the City of Crossville met in regular session on Tuesday, November 13, 2018, at Crossville City Hall.*

*Mayor James Mayberry was present and presiding. He called the meeting to order at 6:00 p.m.*

*Tim Chesson of Faith Worship Center provided the invocation. The Young Marines presented the colors and led the pledge of allegiance.*

**Roll Call**

**Present:** 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, 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, Scott Humphrey, Rita Reali, Heather Mullinix, Jim Young, Chris South, Melissa Berry, Alyssa Berry, Shawna Sherrill, Isabel Gaspar, Jazmin Rodriguez, Kevin Music, Jennifer Murphy, Murphy Dyer, Tim Chesson, Tammie French, Levonn Hubbard, Brad Allamong, Phillip Phipps, Lisa Phipps, Nate Phipps, Michelle Billups, Edward Billups, Constanza Billups, Biancarosa Billups, Olivia Billups, Rob Harrison, Art Gernt, Julie Shanks, Fred Houston, and Tim Begley.*

**1. Proclamations/Presentations****PRESENTATIONS:**

- a) Student of the Month
- b) Holiday Card Winners

a) *Student of the Month –Brandon Dudding was nominated for his “manners” character trait.*

b) *Holiday Card Winners*

*Nine schools participated in the annual holiday card contest, which has been sponsored by the City of Crossville since 2001.*

*One winner from each school was chosen:*

*Brown Elementary – Costanza Billups, 7th grade  
Christian Academy of the Cumberland – Heidi Melton, 5th grade  
Crab Orchard Elementary – Jazmin Montes, 5th grade  
Glenn Martin Elementary – Isabel Gaspar, 6th grade*

*North Cumberland Elementary – Olivia Overby, 7th grade  
Pleasant Hill Elementary – Aivree Stewart, 4th grade  
Stone Elementary – Breanna Looper, 6th grade  
Cumberland County High School – Elizabeth Oyler, 10th grade  
Stone Memorial High School – Alyssa Berry, 12th grade*

*Scott Humphrey of 105.7 news is moving to Georgia; he was recognized and thanked for his fair coverage of the City Council.*

**2. Public Comment**

*There were no public comments.*

**3. Appointments-NONE**

**4. Consent Agenda**

**A motion was made by Mayor Pro-tem J. H. Graham, seconded by Council Member Danny Wyatt, to approve Items A-J on the consent agenda. The motion carried by the following vote:**

**Aye:** 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, Council Member Scot Shanks and Mayor James Mayberry

**Ordinances on Third Reading**

**a. Ordinance amending Crossville Municipal Code 10-202 regarding Dogs**

*After recommendations regarding animals from a committee formed by City Manager Wood, it was decided that an ordinance regarding the humane restraint of dogs is necessary. The ordinance sets guidelines for dogs in reference to humane restraint, shelter, and enclosures.*

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

**Ordinances on Second Reading**

**b. Ordinance amending FY18-19 Budget Dog Park Equipment**

*The Parks & Recreation Department requests approval to purchase dog park items to include agility equipment and water fountains from Gyms for Dogs at bid price of \$28,305.00. (\$25,000.00 received from Dog Park Dash grant.) A budget amendment is required.*

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

**Ordinances on First Reading**

- c. Ordinance amending Crossville Municipal Code Title 7, Chapter 6 regarding Open Burning

*An ordinance revision regarding Open Burning was proposed to be more specific regarding the definition of open burning, specify permissible items, time frames, and permitting.*

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

#### **Additional Consent Items**

- d. Approval of minutes (10/9,10/24)

*Approval of minutes 10/9/18 and 10/24/18*

**The Minutes were approved as recommended.**

- e. Resolution approving application for Public Entity Partners Property Conservation Matching Grant Program

*The City's insurance carrier, Public Entity Partners (formerly known as TML Risk Management Pool), is offering a Property Conservation Matching Grant for up to \$5,000 to cover costs for items directed toward loss prevention and reduction. The grant requires matching local funds.*

*Items that have been identified are security cameras for Meadow Park Lake, Garrison Park Splash Pad and Public Works building, and additional security cameras for City Hall. The estimated cost is \$9,025.*

*Funds will be awarded based on the date of the application.*

**This Resolution was approved.**

- f. Approval of Outside Sewer Connection Request for 585, 595, & 623 Prentice Street

*The Crossville Housing Authority has requested the annexation of three homes they own along Prentice Street. They have some issues with the septic systems at these residences and are requesting annexation for the purpose of connection to the City's sewer system. In order to connect these houses to the City's sewer system, a mainline sewer extension would be required. The extension is approximately 1220 feet to reach all three properties. If annexed, the Housing Authority would only be responsible for the material cost and any tap, grinder pumps, taxes and other fees. The cost to them would be \$3,291.17 in material cost with an additional \$4,363.59 per lot for Tap Fee, Grinder Pump, Taxes, and Fees. However, the total cost of extending the line would be, \$25,059.17, of which the city would have to pay the difference, or \$21,768.*

*Staff recommended the denial of annexation, but recommended the approval of outside city sewer. If outside city sewer is approved, the Housing Authority would be required to pay the total cost of the extension, \$25,059.17, which includes all materials, labor, and equipment, plus the per lot expense.*

*Crossville Regional Planning Commission met October 18 and voted to recommend*

*denial of annexation but approval of outside City sewer.*

**This item was approved as recommended.**

**g. Approval of Interlocal Agreement with Crab Orchard Utility District**

*The City provides sewer services to certain joint customers who are within the Crab Orchard Utility service area. Crab Orchard Utility provides water to those same joint customers. The City does not have a mechanism to enforce or cut off delinquent accounts for sewer services and cannot cut off the water to certain joint customers who hold delinquent accounts. The City Council approved an agreement on October 9, 2018; however, Crab Orchard Utility District requested some revisions. The revised agreement states that each entity will continue to bill joint customers individually and the Utility will discontinue providing water to any joint customer whose sewer account is delinquent upon notification from the City. There are approximately 34 mutual customers.*

**This Contract was approved.**

**h. Approval of Change Order #2 Interchange Business Park/Site Development for contract extension**

*Robert Clear Coal Corporation is requesting a 14-day time extension to their contract due to the above normal rainfall encountered this year. TNECD has approved the change order and Staff recommends the approval of the change order.*

**This change order was approved as recommended.**

**i. Approval of change order and engineering contract amendment for Sewer System Rehabilitation Project 2017**

*The 2017 Sewer System Rehabilitation Project is completed and leaves a contract underrun of \$265,609.12.*

*City staff has discussed other sanitary sewer problem areas with the Engineer and by utilizing the existing unit prices, the City would be able to complete the following:*

- 1. Town Loop - Pipe burst lower two sections on the east side of Town Loop; approximately 315 L.F. of 8-inch.*
- 2. Braun St. - Pipe burst from Braun Ct to the east side of Wayne Ave. ; approximately 1,600 L.F. of 8-inch.*
- 3. Braun St. to Diane St. -Pipe burst approximately 900 L.F. of 8-inch line.*
- 4. South of 4th Street to Lantana Rd. - CCTV approximately 4,200 L.F.*

*The Contractor has asked to add stone backfill in as a unit price item because this additional pipe bursting may require excavation in the roadways, which was not previously part of the project.*

*The contractor has been asked to video 7,000 L.F. of sewer on the north side of Holiday Lake. This CCTV work is different from the originally bid camera work due to the distance from the road, and a majority of the work is in residential back yards, which may require cleanup. The Contractor has given the City a price of \$5.00 per L.F.*

*If the City moves forward with all of the above mentioned work, a change order is required for the stone backfill unit price, the CCTV unit price for the work on the north side of Holiday Lake, and a two month time extension. The time extension would*

*require an amendment to the Engineer's contract for two additional months of hourly inspection. It is estimated that the total budgeted project would be \$50,000 under budget when all work is complete.*

**The change order and contract amendment were as recommended.**

**j. Approval of Third Amendment to the Granicus Services Agreement**

*Approval is requested for a third amendment for renewal of the Granicus Services Agreement, which is the software used for Council meetings. This amendment is to remove the Citizens Participation Suite. The Citizens Participation Suite enabled users to comment directly to Council regarding specific agenda items and initiated "Speak Up Crossville". This component allowed users to propose projects, make comments, and gauge public opinion. The reason for removal is lack of participation by the citizens. The cost savings would be \$6,000.*

**This Contract was approved.**

### **Bids/Purchases**

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

**Aye:** 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, Council Member Scot Shanks and Mayor James Mayberry

**k. Approval to purchase 2019 Chevrolet Silverado 4x4 SSV**

*Captain Brian Eckelson has received a quote from Wilson County Motors for a 2019 Chevrolet Silverado 4x4 Crew Cab Special Service Vehicle (Police Chief Vehicle). Wilson County Motors has a contract with the State of Tennessee, Central Procurement Office. State bid price is \$29,791.50. Chief Jessie Brooks has reviewed the quote and recommends purchasing the Chevrolet Silverado for \$29,791.50. This purchase was budgeted and approved in the 2018/2019 budget.*

**This Purchase was approved as recommended.**

**l. Approval of proposal for Cable TV Services**

*Proposals for providing cable TV to the city were recently requested. The sole response was from Ben Lomand Connect, which is the current provider.*

*Ben Lomand's pricing is as follows: Basic Video-No Charge (limit 1 per location/\$14.26 for fees), Expanded Basic (\$35.00/Month-Fire Department), Video Transmission Fee (\$13.50/Month), FCC User Fee (\$0.08/Month), Crossville Franchise Fee (\$1.17/Month), Amino Set Top Box (\$4.95/Month, 5 free ones)*

*The total monthly charges as bid would be: Expanded Basic (2x\$35.00), Video Retransmission Fee (3x\$13.50), FCC User Fee (3x\$ 0.08), Crossville Franchise Fee (3x\$1.17), Amino Set Top Box (5x\$ 0.00), Amino Set Top Box (9x\$ 4.95) for a total of \$158.80/month.*

*Fire Department Station 1 uses the expanded basic package, while the Depot has a basic connection and pays \$14.26 per month.*

*The IT Supervisor, Lee Lawson, recommends a 3 year contract with option for 2 year renewal with Ben Lomand for Cable TV Services.*

**This Bid was approved as recommended.**

**m. Approval of proposal for Broadband Services**

*The sole proposal for broadband and data services was from Ben Lomand Connect\VolFirst. The City's IT Department has been pleased with the performance and service from this vendor and recommends the approval of the proposal for the monthly broadband and data charges.*

*The charges are as follows: 60/60 Synchronous BB Meadow Park-Fiber \$64.95, 60/60 Synchronous BB Holiday Water-Fiber \$64.95, 60/60, Synchronous BB Catoosa Utility-Fiber \$64.95, 60/60 Synchronous BB Public Works-Fiber \$64.95, 60/60 Synchronous BB Centennial Park-Fiber \$64.95, 10./1.5 Airport (Copper) \$59.95, 60/60 Synchronous BB Fire Station 2-Fiber \$64.95,10/1.5 BB Palace Theater (Copper) \$59.95, 10/1 BB Palace Theater (Copper) \$49.95,10/1 BB Duer Soccer Complex (Copper) \$49.95, 10/1.5 BB Centennial Park (Copper) \$59.95, 200/200 Synchronous BB City Hall (Fiber)(Inside WAN) \$149.95, 60/60 BB City Hall (Fiber) (Outside WAN) \$64.95, 10.0/1 BB City Hall (Fiber) \$49.95*

*The IT Supervisor, Lee Lawson, recommends the approval of 3 year contract with option for 2 year renewal with Ben Lomand Connect\VolFirst for broadband services.*

**This Bid was approved as recommended.**

**n. Approval to purchase Clean Agent Fire Suppression for Server Room**

*At present, the data/server room in city hall is protected by a wet fire suppression system. In the event of a discharge, there is the potential for substantial damage to equipment and data.*

*Under the NFPA 75, the US National Fire Protection Association Standard for the Fire Protection of Information Technology Equipment, it is recommended that organizations take certain standard precautions, beyond basic fire alarm systems, to prevent and address any fire threat posed by their technical operations. These regulations serve to ensure the greater safety of employees working within or near computer labs or data centers, but to also safeguard the electronic assets within them from damage or destruction.*

*It is the recommendation of the IT Department that a clean agent fire suppression system be installed. The sole bid of Century Fire Protection was \$17,200 for a FM-200 system. This item was budgeted for \$20,000 FY18-19.*

**This Purchase was approved as recommended.**

**5. Other Business****a.** Discussion and action on agreement for blood samples for the City of Crossville Police Department

*Currently, the Crossville Fire Department provides blood draw services for the Crossville Police Department. This is not the ideal situation as the fire department isn't always available.*

*The City Attorney presented a sample agreement for blood draw services between the City of Crossville and Covenant Health. He requested for the Council to provide direction on whether to pursue the agreement or allow the Crossville Fire Department to continue providing the services.*

**A motion was made by Mayor Pro-tem J. H. Graham, seconded by Council Member Pamala Harris, that based upon the recommendation from the City Attorney, City Manager, and the Police Department to authorize the City Attorney to draft contract with Covenant Health for blood sample draws. The motion carried by the following vote:**

**Aye:** 5 - Mayor Pro-tem J. H. Graham, Council Member Danny Wyatt, Council Member Pamala Harris, Council Member Scot Shanks and Mayor James Mayberry

**6. City Attorney's Report**

## City Attorney's Report

*City Attorney Will Ridley reported there were no new lawsuits filed.*

**This Report was received.**

**7. City Manager's Report**

## City Manager's Report November 2018

*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 & fire statistics, water loss, building permits, special projects, bonded debt, grants, and the Chamber of Commerce scorecard. He also reported that the City received a "notice of substantial completion" from Robert Clear Coal Corp. for the site development project at Interchange Park.*

*City Manager Greg Wood thanked Council member Wyatt and Council member Harris for their kindness shown to him during his first sixteen months as City Manager, and thanked them for their service to the City.*

**This Report was received.**

**ADJOURNMENT**

*Mayor James Mayberry presented a plaque and gift basket to Council member Harris*



*and thanked her for her four years of service to the City of Crossville.*

*Mayor James Mayberry presented a plaque and gift basket to Council member Wyatt and thanked him for his eight years of service to the City of Crossville. Council member Wyatt congratulated Mayor Mayberry on his successful campaign for Mayor.*

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