

City of Crossville

392 North Main Street
Crossville, Tennessee 38555



Minutes

Tuesday, December 12, 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.

The Crossville Beer Board met on Tuesday, December 12, 2023 at Crossville City Hall. Mayor R.J. Crawford was present and presiding. He called the meeting to order at 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

1. Viya & Dhyan Inc.

Risilkumar Patel has submitted an application for an off-premises beer license for Viya & Dhyan Inc. located at 489 West Avenue.

A motion was made by Council Member Art Gernt, seconded by Council Member Mike Turner, to approve off-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

2. Dollar General #25540

Thomas Brian Davis has submitted an application for an off-premises beer license for Dollar General #25540 located at 672 Highway 70 East.

A motion was made by Council Member Art Gernt, seconded by Mayor Pro-tem Rob Harrison, to approve off-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

Chief Jessie Brooks reported all records were clear and recommended approval of both applications.

Mayor Crawford adjourned the meeting at 5:47 p.m.

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

The Crossville City Council met for its monthly meeting on Tuesday, December 12, 2023 at Crossville City Hall. Mayor R.J. Crawford was present and presiding. He called the meeting to order promptly at 6:00 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 Attorney Randy York, City Manager Greg Wood, City Clerk Valerie Hale, Jessie Brooks, Victor Torasso, Scott Humphrey, Heather Mullinix, Larry Kidwell, Levonn Hubbard, Terry Potter, Burt Allaire, Willard Dale, friends and family of Student of the Month and Young Marines, Lee Lawson, Tim Begley, and Ethan Hadley.

1. Proclamations/Presentations

a. December Presentation

Mayor Crawford presented the December Student of the Month to Gage Kilby for his "caring" character trait.

This Presentation was announced.

2. Public Comment

No comments.

3. Appointments

a. CCCSEC (Sports Council)

CCCSEC (Sports Council) recommends re-appointing Chad Christopher, Brock Hill, and Casey Scarlett for an additional 3-year term. Their current terms expire 12/31/2023.

A motion was made by Mayor Pro-tem Rob Harrison, seconded by Council Member Scot Shanks, to re-appoint members Brock Hill, Casey Scarlett, and Chad Christopher. 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. Airport Committee

Paul Royko, who served on the Airport Committee filling the slot designated for an engineer, has resigned due to accepting a full-time position with the Cumberland County Sheriff's Department. With the assistance of committee members, Chris Peterson, a mechanical engineer with Whisper Aero has been identified as a solid candidate for the vacancy. Mark Moore, the Whisper Aero CEO has given his support and Mr. Petterson is willing to serve. Therefore, Mr. Peterson is recommended to fill the vacancy.

A motion was made by Mayor R.J. Crawford, seconded by Council Member Art Gernt, to appoint Chris Peterson to fill vacancy. 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

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

5. Consent Agenda

Approval of the Consent Agenda

Council member Gernt noted that the items on the Consent Agenda were discussed at the recent work session and recommended by City Staff.

A motion was made by Council Member Art Gernt, seconded by Council Member Scot Shanks, to approve the Consent Agenda Items A-J. 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 Second Reading

- a. Ordinance amending FY23-24 Budget Veolia Equipment
- b. Ordinance amending FY23-24 budget-VCIF grant to purchase police rifles

Additional Consent Items

- c. Approval of minutes (11/14 Council meeting, 12/5 Work Session)

The Minutes were approved as recommended.

- d. Approval of resolution restricting through truck traffic

The process for restricting through truck traffic from the Downtown Main Street area is going to be a lengthy process. Passage of the a resolution is one of the first steps of the process of routing all through trucks onto Miller Avenue although it will not restrict the traffic until the process has been completed.

By removing through truck traffic from the downtown area, the downtown area will be more inviting and safer for pedestrians. The downtown area has a greater likelihood to expand economically with commercial activity and growth.

Mayor Pro Tem Harrison noted that he is aware the process will be lengthy and that building contractors will have an opportunity to voice their opinions in the future, but he has received some feedback from them regarding the need to allow 53' flat bed trailers on Main Street to transport heavy equipment.

This Resolution was approved as recommended.

e. Approval of variance request for Jan's Wine & Liquor

The owner of Jan's Wine & Liquor requests a variance to the sign ordinance to add an additional sign to their building. The current ordinance allows for one wall sign and a roof sign, projecting, or canopy sign per road frontage or building entrance. The proposed sign would be an additional wall sign, making them non-compliant. Please see attached drawing.

Staff recommends approval of the variance.

This Permit was approved as recommended.

f. Approval of property transfer on Sweeney Drive

AHF, LLC has recently acquired Crossville, Inc. Through a title search, it was discovered that an old portion of the Right-of-Way measuring 0.08 acres for Sweeney Drive was never deeded back to Crossville Inc. after a road alignment change. AHF, LLC is now requesting that the property be transferred to them.

The Director of Engineering and the Street Department Superintendent do not object to the transfer, but recommend that the final document must be approved by the City Attorney and the Engineering Department and must include easements for water and sewer.

This Contract was approved as recommended.

g. Approval of sewer connection-Cook Road Subdivision Phase I

The developer is proposing an 8-lot subdivision along Cook Road on the parcel in front of Stone Elementary. There is an existing water and sewer line along Cook Road. This development is outside the City of Crossville. Recently when developments have requested sewer outside the City, Staff has sent the request to the Council for approval and made a recommendation to charge a capacity fee. Previous requests to connect to the sewer outside of City limits have only been in existing developments. Since this is a new proposed development, it is still recommended to charge a capacity fee of \$1,000 per residential lot. The developer is requesting sewer capacity for eight residential lots.

Staff recommends the standard \$1,000.00 capacity fee for each proposed residential lot. This fee must be paid prior to the approval and recording of a final plat.

This Resolution was approved as recommended.

Bids/Purchases

h. Approval to purchase police patrol rifles in accordance with grant received from the State of Tennessee Violent Crime Intervention Fund (VCIF)

On November, 16, 2023, 9 bids were received for Police Rifles. Staff recommends second lowest bidder, Rock River Arms, in the amount of \$45,700 be awarded the bid. The lowest bidder did not meet the specifications. The purchase will be made from VCIF grant funds and a budget amendment is in the process for approval.

This Bids/Purchases was approved as recommended.

i. Approval to award bid for Water Treatment SCADA Improvements

The City received two proposals for the Holiday Hills and Meadow Park Lake Water Treatment Plant SCADA (Supervisory Control and Data Acquisition) Improvement Project. The proposals were scored according to the criteria for the evaluation of the proposals. Southern Flow Inc's proposal obtained the highest score and they also submitted the lowest price.

The Engineer of record recommends approving the proposal with an additional amount for new electrical and conduit to add additional instrumentation at a total price of \$862,610.00. This is a budgeted item.

This Bids/Purchases was approved as recommended.

j. Approval to award bid for Lake Holiday and Meadow Park Lake Miscellaneous Water Treatment Plant Improvements

The City received three bids for the Lake Holiday and Meadow Park Lake Miscellaneous Water Treatment Plant Improvements project. The Engineer of Record recommends entering into a contract with low bidder, Tech Coat Inc. at the lump sum price of \$741,247.00. This is a budgeted item.

This Bids/Purchases was approved as recommended.

6. Other Business

a. Discussion and action regarding approval of terms for sale of property in Interchange Business Park

The City has received an offer from Jeff Woods to purchase parcel Tax Map 074, Parcel 052.05 in the City Industrial Park on Interchange Drive utilizing an escrow account and job credit incentives. The parcel is the first one on the left as you enter the park and consists of approximately 5.5 acres. There is a billboard and access easement that need to be removed from the acreage as appropriate.

Since Mr. Woods' planned expansion is contingent on the acquisition of the Interchange Park property, his request is to count jobs created at both of his businesses (Premier Generators and Jeff Woods Construction) towards the \$5,000 per job credit with the purchase price being \$25,000 per acre, not to exceed sales price of the property.

Further, since he wishes to begin recruiting as soon as the agreement is finalized, he requests to allow the job credits to begin upon recording of the agreement.

The 30-day public advertising period, which City Council authorized November 14, will expire on December 21, 2023.

Mayor Crawford expressed concern about job credits and asked if the City was obligated to grant them. The City Manager advised the job credits are at the City Council's discretion. Mayor Crawford is also concerned about the \$25,000 per acre price versus the current market rate of the property and the significantly higher price the City recently paid for the Fire Station 2 property.

A motion was made by Mayor R.J. Crawford, seconded by Mayor Pro-tem Rob

Harrison, to authorize sale of the property in the amount of \$137,500 without job credits and authorize the City Attorney to draft sales contract subject to the expiration of the public advertising period. 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. Discussion and action regarding approval of lease renewal agreement terms for sign at the Landfill property

The City of Crossville currently leases space on the Landfill property to Flynn Sign Company for an outdoor advertising device. The current lease renews annually and Flynn Sign Company requests a fifteen-year term with an escape clause in the event of development or sale of the property.

Due to the age of the current lease, City Council discussed market rate, as well as a scheduled inflationary amount. It was agreed an inflationary increase would not be necessary.

A motion was made by Council Member Art Gernt, seconded by Council Member Scot Shanks, to enter into a 15-year lease agreement for \$400 per year with Flynn Sign Company with an escape clause in the event that the property sells or is developed. 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 regarding January 2024 work session

A motion was made by Mayor Pro-tem Rob Harrison, seconded by Council Member Scot Shanks, due to the New Year Holiday observation on January 2, to move January 2024 work session from January 2 to January 4 at 5 p.m. 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

7. City Attorney's Report

a. City Attorney's Report

City Attorney Randy York stated there was not any new litigation to report.

This Report was received and filed.

8. City Manager's Report

a. City Manager's Report

City Manager Greg Wood reported on the monthly revenues of sales tax, wholesale beer tax, wholesale liquor inspection fees, and hotel occupancy tax.

Mr. Wood also provided the monthly police and fire reports, leisure services activities, water loss, utility maintenance, building permits, construction projects, and FBO.

Mr. Wood reported that December is the last month the City will be providing building inspection services for the County as the County will be performing its own inspections after January 1, 2024. The City will continue to inspect projects already in progress prior to January 1 until completion. Mr. Wood also noted that the State of Tennessee will be performing inspections for commercial buildings outside of the City limits.

This Report was received and filed.

ADJOURNMENT

At 6:30 p.m., a motion was made by Council Member Scot Shanks, seconded by Mayor Pro-tem Rob Harrison, to adjourn the meeting. The motion carried by an unanimous vote.