

# City of Crossville

392 N. Main  
Crossville, TN 38555



## Minutes

Tuesday, December 14, 2021

6:00 PM

Council Chambers

## City Council

*Mayor James Mayberry*  
*Mayor Pro-Tem R.J. Crawford*  
*Council Member Rob E. Harrison*  
*Council Member Scot Shanks*  
*Council Member Art Gernt*  
*City Manager Greg Wood*  
*City Clerk Valerie Hale*

**BEER BOARD - 5:45 p.m.**

*The Crossville Beer Board met on December 14, 2021 at Crossville City Hall. Mayor Pro Tem Crawford called the meeting to order at 5:47 p.m.*

**Present:** 4 - Council Member Scot Shanks, Council Member Rob Harrison, Council Member Art Gernt and Mayor Pro-tem R.J. Crawford

**Absent:** 1 - Mayor James Mayberry

1.

**Brass Lantern**

*An application for an on-premises beer permit has been submitted by Steven Honcoop (Bobwhite Service Group, LLC) dba The Brass Lantern located at 79 Chestnut Hill Road.*

*Chief Jessie Brooks reported a clear-records report and recommended approval for an on-premises beer permit. He indicated that the establishment had not passed inspection for a Certificate of Occupancy and recommended approval be given contingent upon issuance of certificate.*

**A motion was made by Council Member Rob Harrison, seconded by Council Member Art Gernt, to approve permit contingent upon issuance of Certificate of Occupancy. The motion carried by the following vote:**

**Aye:** 4 - Council Member Scot Shanks, Council Member Rob Harrison, Council Member Art Gernt and Mayor Pro-tem R.J. Crawford

**Absent:** 1 - Mayor James Mayberry

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

*The City Council for the City of Crossville met for its monthly meeting on Tuesday, December 14, 2021 at Crossville City Hall. In Mayor Mayberry's absence, Mayor Pro Tem Crawford called the meeting to order at 6:00 p.m. The invocation was provided by Willard Dale, Cumberland View Baptist Church. The Young Marines presented the colors and led the Pledge of Allegiance.*

**Roll Call**

**Present:** 4 - Council Member Scot Shanks, Council Member Rob Harrison, Council Member Art Gernt and Mayor Pro-tem R.J. Crawford

**Absent:** 1 - Mayor James Mayberry

*Others present were City Manager Greg Wood, City Attorney Will Ridley, City Clerk Valerie Hale, Assistant City Clerk Malena Fisher, Jessie Brooks, Kevin Music, Charley Manker, Chris South, Greg Behm, Willard Dale, Sean Wright, Becci Wright, Kacie Wright, Maddox Wright, Caleb Webb, Carson Webb, Ronnie Daniel Webb, Stephanie Webb, Alan Gagnon, Nicholas Hedgecoth, Darian Dykes, Landen Wilson, Danny Wilson, R.A. Jahn, Kevin Troyano, Burt Allaire, Levon Hubbard, Ethan Hadley, Fred*

*Houston, Tim Begley, Chris South, Rodgers Spencer, Lee Lawson, and friends and family of the Young Marines.*

**1. Proclamations/Presentations**

**a. Presentations December 2021**

*Mayor Pro Tem Crawford announced the November Student of the Month, Kacie Wright, for "Manners" trait and December Student of the Month, Carson Webb, for "Caring" trait.*

**This Presentation was received and filed.**

**2. Public Comment**

*Kevin Troyano, a downtown business owner, addressed the City Council about the upcoming sidewalk project. He was inquiring about the time frame and about notices to the owners. City Manager Wood advised that there will be public meetings to supply the information when it's available.*

**3. Appointments-NONE**

**4. Chamber of Commerce Report**

*Ethan Hadley, Crossville-Cumberland County Chamber CEO, presented the Chamber's monthly report, as well as the upcoming calendar of events. Forty-five students will receive a grant to earn their pilot's license from the Innovative High School grant received by Cumberland County Schools. The goal is to address the chronic shortage of pilots and aviation mechanics.*

*Buc-ee's is scheduled to open in June 2022 and planning a hiring event in May 2022.*

*Tennessee's Great Valley, the 12th federal scenic byway in Tennessee, has officially received designation. It is located on the Northern end of Hwy 127 South in Cumberland County and joins four other counties which lead to Jasper, Tennessee. A website, being developed by a collaboration of the four counties, is in the development stage.*

*Cumberland County is applying for recertification in Tennessee's Adventure Tourism program, which allows new tourism businesses to apply for tax incentives.*

**5. Consent Agenda**

**Approval of the Consent Agenda**

**A motion was made by Council Member Scot Shanks , seconded by Council Member Rob Harrison, to approve the Consent Agenda as items are recommended by City Staff and the items have been discussed properly at the recent work session. The motion carried by the following vote:**

**Aye:** 4 - Council Member Scot Shanks, Council Member Rob Harrison, Council Member Art Gernt and Mayor Pro-tem R.J. Crawford

**Absent:** 1 - Mayor James Mayberry

- a. Approval of minutes (11/09)

**The Minutes were approved as recommended.**

### **Ordinances on Third Reading**

- b. Ordinance amending FY21-22 budget-Meadow Park Lake Plant Master Meter Installation

*A budget amendment is necessary to complete the work at Meadow Park Lake Water Treatment Plant to replace the master meters.*

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

### **Ordinances on Second Reading**

- c. Ordinance closing Alleyway-Bilbrey Funeral Home

*The owners of Bilbrey's Funeral Home have requested that an abandoned unimproved alleyway that bisects their property be officially closed. A legal description and boundary plat was presented. The Planning Commission met October 21 and recommended the approval of the unimproved alley ROW closure and the joining of it to the adjacent parcels.*

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

### **Ordinances on First Reading**

- d. Ordinance amending FY21-22 budget-Catoosa Registers

*The Catoosa Department requests to purchase 468 water registers for a total price of \$49,921.56. A budget amendment is necessary.*

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

- e. Ordinance amending FY21-22 budget-Vehicle Seizure

*During a recent, drug-related investigation, a vehicle was seized. The Police Department is moving this vehicle into their fleet. A budget amendment is necessary.*

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

- f. Ordinance amending FY 21-22 budget-Catoosa personnel

*Due to an unprecedented amount of line locates and line breaks due to the Hwy 127 N road widening project, staff requests the addition of an employee for the Catoosa Dept. A budget amendment is necessary.*

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

**g. Ordinance amending FY 21-22 Budget-Hilltopper's Inc Connecting Trail**

*The City verbally agreed to connect the City's paved trail at Centennial Park to the property donated to Hilltopper's during the donation process. The connecting trail will be approximately 730 feet long by 10 feet wide and will be constructed to meet ADA regulation. City crews will perform the excavation and install the base stone and the City will bid the paved surface. The materials and the paving are estimated to be \$24,000.*

*A budget amendment is required to move forward with the project.*

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

**h. Ordinance amending FY21-22 budget-Wastewater Facility Plan Update**

*GRW proposes to provide an existing capacity report along with projected projects and cost to gain capacity at all three interstate interchanges. The proposal also includes an update to the Wastewater Facility Plan that will project growth inside the urban growth boundary and provide general projects and cost to meet the future growth. A budget amendment is necessary.*

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

**Additional Consent Items**

**i. Approval of Resolution Authorizing Intent to Reimburse Expenses**

*A resolution must be passed to authorize reimbursement of expenses for the Indoor Recreation Facility if necessary.*

*The purpose of this resolution is to provide the City with the option of reimbursing any cash expenditures made in connection with the Indoor Recreation Facility from operating funds, with proceeds of tax-exempt bonds to be issued at some time in the future. The resolution will also cover any cash expenditures made by the City in connection with Indoor Recreation Facility for a period of 60 days prior to its adoption. The only purpose of the resolution is to give the City the option to reimburse operating funds expended for capital projects, or improvements, from the proceeds of tax-exempt bonds when the issuance occurs.*

**This Resolution was approved as recommended.**

**j. Approval of Dental Insurance Renewal**

*The renewal has been received from Delta Dental for employee dental coverage for years 2022 and 2023. The City did not receive a rate increase for dental coverage. It is recommended that the City approve the renewal for 2022/2023.*

**This Contract was approved as recommended.**

**k. Approval of Change Order for the Master Meters Installation at Meadow Park Water Treatment Plant Project**

*A change order was presented extending the contract completion time from 150 days*

*to 250 days. The contractor was delayed because of the manufacturing and delivery of the meter vaults and was also delayed because of the delivery of the meter grounding rings that were supplied by the City. The total contract price is not changed. This project is complete with the contractor and the City is awaiting startup of the meters from the meter supplier.*

**This Contract was approved as recommended.**

**I. Approval of CDBG 2020 Sewer Rehab Project Change Orders 2 and 3**

*Presented for approval was Change Order #2 with a decrease in contract price of \$932.00, which was necessary due to quantities based on the work completed and work remaining. Also presented for approval was Change Order #3 with a decrease in contract price of \$69,508.00, which is the final/close out change order and changes all remaining items to zero.*

*The funding agency will not approve a pay request from the contractor if an item is over the contract amount and these change orders balance a portion of the overruns and underruns on completed items.*

*The Director of Engineering recommends approval of the change orders.*

**This Contract was approved as recommended.**

**m. Approval of contract for engineering services regarding Hwy 127 South Utility Relocation**

*TDOT has started the utility relocation process for a portion of the Hwy 127 South Project and they have a fast-tracked schedule set up for the project. TDOT has verbally assured the City that TDOT would pay for 100% of the utility relocation but would not pay for betterment. A contract amendment from TDOT is forthcoming.*

*All engineering previously designed for this area is of no value because of the drastic design changes made to the plans and the conversion from metric units to english units.*

*The City is currently working with J.R. Wauford & Co. on other water projects and because of their performance on these projects, City Staff suggests hiring J. R. Wauford & Co. for this project.*

*A contract with J.R. Wauford & Company for the Homestead Triangle portion of the Hwy 127 South Utility Relocation was presented. The Engineering cost, for water and sewer, is derived from the TDOT "Estimate of Engineering Cost" spread sheet in that is also attached.*

*The Director of Engineering recommends the approval of the contract. A budget amendment is not necessary.*

**This Contract was approved as recommended.**

**n. Approval of contract amendment regarding engineering services for Northwest Connector Phase 2**

*An amendment to Gresham Smith's Contract for the engineering related to the Northwest Connector Phase 2 was presented. The amendment is for additional*

services at a lump sum amount of \$42,500.00. As outlined in Gresham Smith's proposal, "The purpose of the additional services performed was to update and resubmit ROW plans and environmental documents during the period of time between the initial completion submittal of the plans and the NTP with purchasing ROW. In addition, a major plan revision was completed to move a drainage trunk line from Phase 2 to the Phase 3 (Civic Engineering) plan set in order to facilitate the construction of the phase 3 project prior to the completion of Phase 2."

**This Contract was approved as recommended.**

**o. Approval of Interstate Drive Tank Recoating Project Close-out Change Order**

*A change order was presented with a decrease in contract price of \$12,400.00. The project is complete and this change order zeros out the remaining quantities.*

*The Director of Engineering recommends the approval of the change order.*

**This Contract was approved as recommended.**

**p. Approval of emergency sewer line repair near Stanley Street**

*Due to a sewer line clogged and overflowing from the manhole close to Crossville Medical Group, staff requests emergency approval for its repair. The line could not be fully cleaned because the jetter head could not pass the blockage. The line was cleaned enough to stop the overflow.*

*Several large pieces of the clay line were washed out into the manhole while jetting. The City requested Bobby Luttrell and Sons, LLC, the company under contract with the CDBG sewer rehab project, to attempt to video the line and they were unable to video the line because of the clay line collapsing.*

*Luttrell and Sons, LLC has been hired to pipe burst the line as per the presented estimate utilizing the unit bid prices in the CDBG project. This will require them to remobilize their equipment and crews that perform the pipe bursting. We don't believe that the point repair will be required, but asked them to show it on the quote just in case it is needed. The pipe bursting and the point repair is the bid price from the CDBG project. The mobilization is not a bid item, but is a fair price to bring in the necessary equipment to perform the work. City monies will be left over from the CDBG project to cover this repair.*

**This Contract was approved as recommended.**

### **Bids/Purchases**

**q. Approval of reimbursement to Veolia Water for maintenance expense overage**

*Veolia is requesting reimbursement for maintenance expense overage above annual maintenance and repair limit account (per Operations, Maintenance, and Management Services Agreement) in the amount of \$14,521.57 for the FY 20-21.*

*The maintenance limit account has been at \$35,000 annually since 1992. The agreement provides for a rebate in the event that the actual amount is less than \$35,000 or reimbursement of maintenance costs over \$35,000.*

*Cost details including the monthly amounts and vendors associated with maintenance*

costs for FY budgets 2020-2021 were presented.

**This Bids/Purchases was approved as recommended.**

## 6. Other Business

### a. Discussion and action regarding temporary street closings for Crossville Cruisers

*The Crossville Cruisers have submitted a request that Main Street be closed on the 4th Saturday from April to October for the 2022 cruise-ins. The times for each show are from 12:00 to 4:00 p.m. This request is to close Main Street from Lantana Rd. to Fifth Street, and close Fourth Street at Thurman. The City Manager proposed an alternate route behind Cumberland County Courthouse to avoid closing a state highway and due to the upcoming sidewalk project.*

*Charley Manker and the Crossville Cruisers, voiced their concerns and opposition regarding the change of location. Their concern is that changing the location could hurt downtown restaurants and attendance.*

**A motion was made by Council Member Scot Shanks, seconded by Council Member Art Gernt, to approve 2022 cruise-ins using alternate route behind Cumberland County Courthouse. The motion carried by the following vote:**

**Aye:** 3 - Council Member Scot Shanks, Council Member Rob Harrison and Council Member Art Gernt

**Nay:** 1 - Mayor Pro-tem R.J. Crawford

**Absent:** 1 - Mayor James Mayberry

### b. Discussion and action regarding lease to Homestead Timber Frames

*Andrew Bourret, owner of Homestead Timber Frames, has requested to lease at no cost, with an option to purchase, an approximate 2.24 acre site directly across from his location on Duer Court. If he exercises the option to purchase, he is offering to pay \$25,000 per acre with a deduction of \$5,000 per each new employee added to the staff. The new employees would be counted during the period of the lease starting April 22, 2021.*

*The City Clerk will need to advertise the potential agreement, as required by Charter.*

**A motion was made by Council Member Scot Shanks, seconded by Council Member Art Gernt, to table item until January 2022 work session. The motion carried by the following vote:**

**Aye:** 4 - Council Member Scot Shanks, Council Member Rob Harrison, Council Member Art Gernt and Mayor Pro-tem R.J. Crawford

**Absent:** 1 - Mayor James Mayberry

### c. Discussion and action contract regarding downtown parking lot lease-Cravens property

**This Contract was deferred.**

**7. City Attorney's Report****a. City Attorney's Report-December 2021**

*City Attorney Will Ridley reported there have not been any new lawsuits within the last month.*

*The City Attorney presented a resolution for approval regarding the recently approved Opioid settlement.*

**A motion was made by Council Member Art Gernt, seconded by Council Member Scot Shanks, to approve resolution. The motion carried by the following vote:**

**Aye:** 4 - Council Member Scot Shanks, Council Member Rob Harrison, Council Member Art Gernt and Mayor Pro-tem R.J. Crawford

**Absent:** 1 - Mayor James Mayberry

**8. City Manager's Report****a. City Manager's Report - December 2021**

*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 and fire statistics, utility maintenance, water loss, building permits, bonded debt, and grants.*

*Mr. Wood reported a house fire in Greenbriar Subdivision on Villageway. He stressed the importance of calling 911 before trying to extinguish the fire.*

*Mr. Wood reviewed the list of special projects.*

**This Report was received and filed**

**ADJOURNMENT**

*The meeting adjourned at 6:36 p.m.*