

Building & Grounds Committee
October 24, 2023 | 4:30 PM
Cumberland County Courthouse

Committee Members:

Dewey Walker (ABSENT)
Tom Isham
Darrell Threet
David Gibson
Terry Lowe
Wendell Wilson
Mark Baldwin (ABSENT)
Deborah Holbrook
Colleen Mall

Others Present:

Donny Hall, *Crossville Chronicle*
Torey LaMontagne, Mayor's Office, minutes
Allen Foster, County Mayor
Kim Chamberlin, Upland Design
Donnie Moody, Parks and Rec
Sue York, 1st district
Rebecca Stone, 3rd district
Joe Sherrill, 6th district
Greg Maxwell, 8th district
Carolyn Jozwiak, Downtown Crossville Inc

CALL TO ORDER

With a quorum present, Chairman Wendell Wilson called the meeting to order at 4:30 pm on Tuesday, October 24, 2023 in room 310 of the old Cumberland County courthouse.

APPROVAL OF MINUTES

Deborah Holbrook made a motion to approve the minutes from the previous meeting as presented. The motion was seconded by David Gibson, none were opposed, and the motion carried. The minutes from the last meeting were approved as presented.

OPPORTUNITY FOR PUBLIC COMMENT

Wendell opened the floor for public comment(s) related to the agenda and there were none.

COURTHOUSE RENOVATION UPDATE:

UPLAND DESIGN, MAYOR FOSTER

Mayor Foster mentioned that we are currently working on getting the reconstruction timeline worked out with WJE. He also mentioned that we hope to get the notice for bids out the week of October 16th, with a pre-bid meeting in late October that must be attended by those hoping to submit bids. Bids will be due around November 17th, with a public opening. By November 30th, we hope to have a bid recommended by WJE.

Kim Chamberlin with Upland Design group was present with comments on the renovation of the courthouse. He mentioned that due to a power issue they had, they are running about 2-3 weeks behind WJE. He also mentioned that they hope to be ready to bid out by December. Drawings should be ready by then, and those will include the plan for the new HVAC system.

VETERANS PARK:

DONNIE MOODY

Donnie Moody, director of Cumberland County Parks and Rec was present with photos of and updates on the War Memorial Park on the corner of 4th and Main Streets. There is a new monument to Gold Star families that will be unveiled on Veteran's Day. Donnie noted that the two elm trees that are planted on the north side of the park alongside 4th Street are dead and need to be removed. A tree at the south-west corner of the park near the Milo Lemmert building and Main Street is also dead and needing removal. Donnie mentioned a plan to remove the saplings and weeds along the rock wall between the park and the Milo

Lemmert building and get the wall cleaned up. There is also landscaping that needs to be cleaned up around the grand-stand area. The walkway of the civil war monument is not level nor ADA compliant and needs some improvement. The existing water line for the old fountain will also be removed. Donnie shows photo examples of entrances that would be suitable to replace the elm trees. The water fountain on the north end will also be removed, as it has settled over the years and is no longer level.

Sue York thanked Donnie for bringing photos to show the committee.

Carolyn Jozwiak with Downtown Crossville, Inc was present and spoke about working with Donnie and John Doddroe to get this park renovated.

A motion was made by David Gibson to have Donnie approve the plan and move forward with the clean up of the dead landscaping and the removal of the various elements mentioned. The motion was seconded by Colleen Mall and Tom Isham simultaneously none were opposed, and the motion carried.

COUNTY MAINTENANCE PLAN

Joe Sherrill was present with updates on the software he had created to assist the building and grounds committee with a preventative maintenance funding mechanism. He mentioned taking the assets that Darrell Threet had provided, and putting it into a shared data setup. Any categories can be added or taken away as the committee sees fit. Colleen suggested forming a subcommittee under Building and Grounds to hatch out definitions for the data. Darrell agreed, adding that the subcommittee could help figure out a process to evaluate the assets. Darrell also suggested using time as a marker for how critical something is. Darrell pushed for diversity on the subcommittee to lessen the likelihood of favoritism, or accusations of favoritism, towards any one department. He mentioned using this software so that maintenance and preventative maintenance gets prioritized and things don't fall through the cracks for years and decades at a time. Wendell noted that we are "walking a fine line," and don't need to micromanage maintenance needs for the County.

HYDROLOGICAL SURVEY AT COMPLEX: DONNIE MOODY

Donnie mentioned that his department is hoping to have people on the grounds in the next couple of weeks to complete the hydrological survey for the perceived "stream" on the Complex property. After that is complete, we will have an update on what to do with it.

STEVE NORRIS MEMORIAL SIGN UPDATE

Two sign proofs were presented to the committee for approval of one in memory of Steve Norris. One was sheet metal and estimated at around \$400 cost. The other option is made on brass with embossed wording, and is the standard sign used around the City of Crossville. Its cost is estimated at around \$1000 total. Darrell made a motion to send the brass option to budget for approval. Colleen seconded the motion, none were opposed, and the motion carried.

OLD/NEW BUSINESS, IF ANY

Fair board subcommittee updates:

Donnie gave an update on a field that is located at the Complex that the fair board needs to use for parking, but is currently unusable due to excess nails in the ground from old pallets that had been stored there under previous administration. The nails are popping tractor tires. Donnie explained a possible solution of grading the top soil off the lot using a bulldozer. A motion was made by Colleen to have Donnie get estimates on having this lot excavated to remove the nails, and quotes for possible gravel refill or sewing the lot. Deborah seconded the motion, none were opposed, and the motion carried.

Members of the fair board subcommittee updated the Building and Grounds committee on the need for a new access route from the 4-lane as the Community Complex continues to grow. Tom Isham mentioned the abandoned service station near the storage units that may be for sale. Terry Lowe mentioned the idea of expanding the road by Taco Bell. A motion was made by Colleen to explore the options of a new access road to the Complex. Tom seconded the motion, none were opposed, and the motion carried.

NEXT MEETING

The next Building and Grounds Committee meeting was set for Tuesday, November 21 at 4:00 pm in room 310 of the old Cumberland County courthouse.

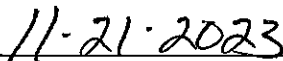
ADJOURNMENT

With no further business, a motion to adjourn was made by David. The motion was seconded by Darrell, none were opposed, and the motion to adjourn carried. The meeting was adjourned at 6:18 pm on Tuesday, October 24, 2023 in room 310 of the old Cumberland County courthouse.

Recorded by Torey LaMontagne and submitted for record by Wendell Wilson.

Approval:


Wendell Wilson


Date