

City of Crossville

392 North Main Street
Crossville, Tennessee 38555



Minutes

Tuesday, September 2, 2025

5:00 PM

Conference Room 317

Work Session

Mayor R.J. Crawford
Council Member Art Gernt
Council Member Mike Turner
Council Member Mark A. Fox
Council Member James Mayberry
City Manager Valerie Hale
City Clerk Baylee Rhea

Call to Order

The Crossville City Council met for its monthly work session on Tuesday, September 2nd, 2025 at Crossville City Hall. Mayor Crawford was present and presiding. He called the meeting to order at 5:00 p.m.

Roll Call

Present 5 - Mayor R.J. Crawford, Council Member Art Gernt, Council Member Mike Turner, Council Member James Mayberry, and Council Member Mark A. Fox

Others present were City Manager Valerie Hale, City Clerk Baylee Rhea, City Attorney Randy York, Bailey Walker, Jessie Brooks, Chris South, Anna Hamilton, George Gander, Rodgers Spencer, Dr. Thomas Allingham, Victor Torasso, Tim Begley, Burt Allaire, Joe Kerley, Terry Potter, Ethan Medley, Nathan Clouse, Chris Kendrick, Larry Kidwell, Lee Lawson, Serena Vasudeva, Richard Hanson, Tony Perry, James Patton, Rob Harrison, and Leah Crockett.

Public Comment

Dr. Thomas Allingham, Medical Director of Critical Care Medicine at Cumberland Medical Center, spoke in support of forming a Crossville City EMS program.

Dr. Allingham stated that for the last two decades, he has been a colleague of Council member Fox. He said that a City EMS program would have to collaborate with the County, and that EMS is currently the only first responder organization in the area without a City-based component.

He highlighted that while Cumberland County is the fourth-largest geographic county in Tennessee, 50% of the County's EMS calls originate from within the City limits.

He emphasized the critical need for a rapid EMS response, citing two recently certified programs at the medical center: a stroke center and a STEMI (heart attack) center, both requiring quick transport to save brain and heart tissue.

Dr. Allingham concluded by stating that Council member Fox has requested that if the program comes to fruition, he might be the Medical Director.

1. Application for PE Partners Property Conservation Grant

Staff recommends applying for a Property Conservation Grant through Public Entity Partners. It is a 50/50 grant up to \$5,000. This grant can be used for security technology, security lighting or security fencing.

This item was recommended for approval.

Mayor Crawford moved item #20 to item #2.

20. Matters relative to Crossville Fire Department - Fire Station #2 Update

Rodgers Spencer, Upland Design Group, provided an update on the construction of Fire Station #2. Mr. Spencer noted that the metal building is going up slowly but that the metal building crew is expected back tomorrow. He noted that all panels should be up by the end of the week or early next week. The inside work on the two wings is progressing well, with rough-ins for mechanical, electrical, and plumbing complete. He said the sprinkler system is scheduled to start next week, and the sidewalks for concrete and paving are expected to begin by the end of the week, weather permitting.

Mr. Spencer said the contractor, Michael Petty with King Construction, is behind schedule. He has reviewed a request from the contractor for 41 weather days, which, according to the revised schedule, moves the completion date to January 19th, 2026. He noted that the contractor says the project will be completed by that date, though his personal hope is for the project to be completed before January.

Mr. Spencer mentioned that the contractor has informed his subcontractors that they will be charged a penalty of \$500 per day if the project is late.

Council member Fox stated he has personally driven by the site on nine separate occasions during beautiful weather and no one was on site. Council member Fox asked for the excuse for the lack of work, and Mr. Spencer replied that he did not have one but would ask at a progress meeting the next day. Council member Fox also suggested that non-productive days should be subtracted from the allotted bad weather days. Mr. Spencer clarified that the contractor has said they are waiting for parts to do the excavation.

Council member Turner asked if routine inspections were being made? Mr. Spencer confirmed that the office is performing routine inspections, with him personally inspecting the site, including on Saturdays. He also stated that he has discussed with the contractor about correcting issues with rough concrete finishes. He said he has been told the issues will be fixed and that the office feels comfortable with the subcontractors as they have worked with them on other projects.

Mayor Crawford expressed that people are excited about the project, stating that it will be a great thing. Council member Fox requested another update next month. Mr. Spencer agreed that they will give another update next month.

2. Approval of resolution regarding condemnation of TMP 087 091.13

This agenda item was deferred to the following month.

3. Approval of reimbursement resolution

Finance Director Nathan Clouse recommends passing a resolution for the intent to receive reimbursement for money previously spent on City projects that may be covered by financing in the future.

This item was recommended for approval.

4. Approval of Meadow Creek Drive Water Line Extension - Mainline Utility Extension

Three property owners along Meadow Creek Drive, located off Taylor's Chapel Road, have requested the extension of the existing 2-inch water line to their properties. The extension would be approximately 750 feet long. The estimated cost for the extension is \$29,410.70.

The property owners will be responsible for either paying the City the cost estimate to install the line, or provide a financial guarantee in the amount of the cost estimate, plus 10 percent, for the work to be performed by an approved contractor.

This item was recommended for approval.

5. Ordinance amending Title 2, Chapter 2 Sports Council

The current Chapter establishes the Sports Council. By amending the ordinance, this establishes a Leisure Services Committee to combine multiple boards/committees working towards similar goals.

This item was recommended for approval.

6. Ordinance amending §14-1104 - Review process, fees, and financial guarantees

An ordinance amending §14-1104 is recommended for approval. This amendment would allow for a financial guarantee to be required by Planning Commission at the time of site plan review.

This item was recommended for approval.

7. Ordinance amending Title 14, Chapter 10 - Multi-family Development

An ordinance amending Title 14, Chapter 10 is recommended for approval. This adds the definition for "maintenance agreement" and adds a section regarding multi-family cluster housing development requirements for fire lines.

This item was recommended for approval.

8. Ordinance amending FY 25/26 Budget - Misc. Equipment

A budget amendment is necessary for Miscellaneous Equipment for the Police Department's HVAC repair/replacement.

This item was recommended for approval.

9. Approval to award bid for HVAC Renovations for Crossville Police Department

On August 26, 2025, bids were opened for HVAC Renovations for Crossville Police Department. The lowest bidder did not bid the correct specifications. Staff recommends awarding the bid to the second lowest bidder, CHC Mechanical Contractors Inc., in the amount of \$199,538.00.

This item was recommended for approval.

10. Approval to award bid for Interstate 40 - 8" Force Main Crossings - Hwy 127 & Genesis Road

Bids were received for the Interstate 40 - 8" Force Main Crossings – Hwy 127 & Genesis Road project on August 26, 2025.

The low bidder, Norris Brothers Excavation LLC, did not finish the last project that the City contracted with them. Eight months after the contract completion date, the City was verbally notified by Jacob Norris that Norris Brothers Excavating could not complete the project. The final project clean-up was completed by City Crews. All additional expenses paid or incurred by the City added up to be \$52,933.52. This does not include attorney expenses and in-house engineering administration.

The recommendation is to award the bid to Cleary Construction, Inc. in the amount of \$2,150,738.00. Cleary Construction is the next lowest, most responsible bidder.

Mayor Crawford asked if this is an ARPA project. Director of Engineering Tim Begley replied that this was pulled out of ARPA, and that the ARPA funds were being used for a different project.

Council member Mayberry asked if this project was for the installation of new sewer lines under the Interstate? Director of Engineering Tim Begley answered yes, it is an 8-inch line going under Interstate 127 at Genesis Road, and another line under Genesis Road following Crabtree Road. This will reroute sewer off of Cook Road. Council member Mayberry asked if the current line is being replaced with the 8-inch line? Director of Engineering Tim Begley replied that it is not replacing the current line, and that it will be parallel to the existing 4-inch line.

This item was recommended for approval.

11. Approval of contract with Consor

Director of Engineering Tim Begley and City Manager Valerie Hale discussed a contract with Consor for the Interstate Drive extension.

City Manager Valerie Hale explained that this will be an alignment study to extend Interstate Drive from Genesis Road to Peavine Road in the amount of \$72,000.

Director of Engineering Tim Begley added that this will determine where the roads will need to be located.

This item was recommended for approval.

12. Approval of contract for water treatment plant study

Water Resources Supervisor Joe Kerley recommends the attached contract with J.R. Wauford & Company for the evaluation of membrane components required to convert the existing treatment plant with a 3.5 million gallons per day capacity to a membrane plant.

Water Resources Supervisor Joe Kerley explained that the State of Tennessee is requiring the City to do a pilot and engineering assessments in order to move forward with the filter upgrades at Meadow Park. The current filters are starting to fail, and are in need of replacement or an upgrade. The pilot is the only route because the State does not have a design criteria for ceramic membranes, and the City would have to hire somebody to conduct the pilot (estimated cost being \$50,000.00). This pilot would give the State the data they need for the City to move forward with the installation of ceramic membranes.

This item was recommended for approval.

13. Approval of ABC grant contract

Approval of the ABC grant contract is requested. The grant is in the amount of \$1,650 and the money is to be used to place a sculpture in the Downtown area.

This item was recommended for approval.

14. Approval of contract with Montrose Environmental Solutions

Staff recommends approval of the attached contract with Montrose Environmental Solutions. Montrose will be working with the City of Crossville for tank removal in the Downtown area. This is in conjunction with the Brownfield Redevelopment Area Grant.

This item was recommended for approval.

15. Approval of CDBG-RHP grant contract

A grant contract for CDBG – Rural Housing Program is recommended. The grant contract is in the amount of \$750,000.

City Manager Valerie Hale explained this being used to partner with Cumberland Fellowship to purchase property that would serve as transitional housing from homelessness for up to 90 days. The contract states that after 5 years the City would turn it over to the organization operating it.

This item was recommended for approval.

16. Approval of Change Order #1 - Sewer System Improvements

Approval of change order #1 for W&O Construction for Sewer System Improvements is recommended. This is an increase in the amount of \$3,044 due to the revision of shop drawings.

City Manager Valerie Hale explained that this is required because the shop drawings had to be redone, due to the power at the Justice Center being different than what was discussed. This is also for the bar screens that the City partnered with County on with the City's ARPA funds. The cost for the change orders is \$3,000, and the County has agreed to pay for the change orders.

This item was recommended for approval.

17. Matters relative to Crossville Fire Department -- EMS Funding

Council member Fox presented to the Council his efforts to secure funding for the EMS initiative.

Council member Fox stated that he has made an initial inquiry with the Gary Sinise Foundation, a foundation that is keen on helping emergency services and first responder organizations. This would be a non-matching grant.

Council member Fox said that he would like this to be brought to a Council vote to give him permission to pursue this further.

Council member Turner asked if there was a limit on the grant for amount you can apply for? Council member Fox replied that there is not a capped limit on how much you can apply for, but that the foundation could have its own process to determine the amount awarded.

Mayor Crawford asked who will be the personnel filling out the grant application? Council member Fox answered that the process to apply seems straight forward and that he was willing to apply or that someone can be appointed to fill it out.

This item was discussed.

18. Matters relative to Crossville Fire Department - Presentation on funding

Council member Fox introduced Anna Hamilton, a community member and experienced grant writer whose husband is a City Firefighter/Paramedic. Council member Fox explained that Council member Turner requested that the City "turn over every rock" for potential grants and philanthropic donations for the Fire Department. Council member Fox asked Mrs. Hamilton to briefly share her experience and what she feels she can do for the initiative.

Mrs. Hamilton stated that she is a grant writer with extensive experience in both the federal and private sectors. She expressed excitement about the Fire Rescue EMS initiative and stated that her initial research has revealed many opportunities, with the City aligning with the funding priorities of many organizations. She highlighted the Crossville Fire Rescue Foundation, a 501(c)(3) non-profit, as a vehicle to access a wider range of grants and philanthropic donations that require non-profit status. Mrs. Hamilton shared a past success story of working with an NFL team to secure donations, noting that many entities have funds they want to direct toward meaningful causes. Mrs. Hamilton concluded by stating that she is optimistic and hopeful and that all potential grants will be brought to the Council for approval before any action is taken.

Council member Mayberry asked Mrs. Hamilton where she works? Mrs. Hamilton replied that she is self-employed and does contract and freelance work. Council member Mayberry asked if she could guarantee any grants? Mrs. Hamilton explained that there are no 100% guarantees, but stated that the community's size and demographics give the City a "very good chance."

City Attorney Randy York asked what Mrs. Hamilton's experience was working with municipalities. Mrs. Hamilton replied that while she has not worked with a City as a whole, she has worked with city-based organizations and is familiar with the process.

City Attorney Randy York asked Mrs. Hamilton in regards to compensation how is she normally paid? Mrs. Hamilton said that commission-based pay is no longer common and is not allowed for federal grants, as it is seen as hindering a project's chance of securing funding. Mrs. Hamilton explained that she operates on an hourly basis. Mrs. Hamilton furthered explained that the typical hourly rate of someone who successfully secures federal grants is anywhere from \$75 to \$250. Mrs. Hamilton stated that she is open to a rate of \$65 an hour and is willing to be flexible on that as well, as the project is personally important to her. Mrs. Hamilton noted that grant applications, with the exception of the initial one, typically do not take more than 10 hours and that the work would "ebb and flow" depending on the grant cycle.

This item was presented.

19. Matters relative to Crossville Fire Department - Presentation from Chief South

Chief South presented a three-phase plan for the implementation of a Fire-based EMS program, and explained that the presentation was developed to provide a fact-based look at the potential program.

Chief South stated that Phase 1 would begin in the current fiscal year with the purchase of a used ambulance for an estimated \$120,000 to obtain State certification. This process is expected to take six to nine months. Chief South explained that the department would partner with AMB Medical Billing to handle ambulance billing and possibly also use it for fire-related billing. Chief South said that modifications would be made to Fire Station #1 to accommodate additional personnel at an estimated cost of \$24,000.

Chief South stated that Phase 2 would begin in January of 2026 with the hiring of 18 additional employees, nine Advanced EMTs and nine paramedics. Chief South explained that they would require new hires to be EMS certified, with the fire training provided in-house for a more economical approach. Chief South said personnel would be cross-trained to work on both fire and EMS units to prevent the personnel from burning out. A Battalion Chief model would be implemented, promoting existing Captains to handle day-to-day operations. The City would then work with the City Attorney to formally notify the County of the transition from a first responder program to a transport EMS program.

Chief South said that Phase 3 would begin when Council decides to implement the program. The community would then be educated on the new service and a smooth transition would be ensured to avoid any interruption to 911 services. Chief South stated the program would staff three Advanced Life Support EMS units 24/7, with two housed at Fire Station #1 and one at the new Fire Station #2.

Chief South explained the total projected cost for the first year is \$3,272,000. Chief South projected the annual operating budget to be between \$2,600,000 and \$3,000,000, with expected revenue of approximately \$2,250,000 annually from ambulance billing. Chief South estimated the annual cost to the City would be between \$600,000 and \$1,000,000.

Council member Mayberry asked about hiring an independent contractor? Chief South stated he had not looked into that option but could ensure the program would be run correctly if the Fire Department was tasked with it.

Mayor Crawford expressed concern that if the City provides this service, the County may remove their ambulances, which would shift the financial burden from the County taxpayers to the City taxpayers. Chief South responded that while he understood the concern, he could not speak to the County's operational plans. Chief South stated he could only speak on what the City Fire Department could provide, but not what the County could provide.

Council member Fox said that he has spoken to County Commissioners to urge them not to reduce their ambulance fleet. Council member Fox also stated that the majority of the citizens he has spoken to, have expressed that they desire the City to have their own EMS service. Mayor Crawford asked if Council member Fox tells them both sides of the story, explaining that when they speak to him after talking to Council member Fox they are not aware of the tax burden and liability would be for them. Council member Fox stated that citizens have told him they would support a tax increase for

the service.

Mayor Crawford then questioned the need for a new service, citing awards the current County EMS has received from third-party agencies for its quality. Mayor Crawford referenced Cookeville, which does not have a City-run EMS program. Mayor Crawford stated the "cost-benefit analysis" for the new program is still not there for him.

Council member Fox noted that City Fire Paramedics are frequently riding in ambulances to accompany patients to the hospital, due to State law saying you should not hand down care to a lower licensed personnel. Chief South confirmed they are doing this almost 10 times per week.

Council member Turner asked about out-of-town patient transports? Chief South clarified that the City would not be required to provide these, and it would be a decision the Council would have to make.

Tony Perry asked about how fire and police departments are funded compared to the proposed EMS service? Chief South explained that fire and police are funded by tax dollars, whereas the new EMS program would have its own revenue stream from charging patients for transport services.

Council member Fox requested this item be placed onto the agenda for Council to vote on.

This item was recommended to be placed under Other Business.

Adjournment

The meeting was adjourned at 6:25 p.m.