

City of Crossville

392 North Main Street
Crossville, Tennessee 38555



Minutes

Tuesday, October 7, 2025

5:00 PM

Council Chambers

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, October 7, 2025 at Crossville City Hall. Mayor Crawford was present and presiding. He called the meeting to order at 6:50 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, Lee Lawson, Nathan Clouse, Brian Tompkins, Courtney Allred, Keisha Woolbright, Chris South, Colton DeMoss, Olivia Lowden, Chris Miller, Caitlin Miller, John Miller, MiKaela Berlingeri, Terry Potter, Chris Kemmer, Kelly Kemmer, Cody Reagan, Alexis Reagan, Jessie Brooks, Chris Kendrick, Kevin Music, Kyleen Turner, Eric Ritzman, Cheryl Duncan, Serena Vasudeva, Karen Gernt, Robert Terraforte Jr., Shea James, Larry Kidwell, Carolyn Jazowiak, Rob Harrison, Leah Crockett, Tim Begley, and Henry Hunnicutt.

Public Comment

There were no comments.

Due to the length of the previous meeting, Mayor Crawford asked if Council would object to moving items 13 and 14 to the beginning of this agenda. No one objected.

13. Presentation from the Military Museum

Robert Terraforte, Military Memorial Museum, informed Council the Military Memorial Museum is beginning Phase 2 of their facility's remodel. They are requesting \$21,000 to assist with the HVAC installation. They have received money from the State, County, and Federal grants to help cover the cost of this phase.

Council discussed this item and requested more time to consider it.

This item was recommended to return to Council at the November Work Session.

14. Discussion regarding request from DCI

Carolyn Jazowiak with Downtown Crossville, Inc. has partnered with Cumberland County to make improvements to Veterans' Park. Downtown Crossville Inc. has raised \$47,100 for the improvements, but the current cost is \$53,705. She is asking on behalf of Downtown Crossville Inc for the City to donate \$5,000.

This item was recommended for approval.

1. Discussion regarding current state of EMS and Cumberland Medical Center
Randy Davis was unable to attend this meeting to discuss this item.
This item was not discussed.
2. Discussion regarding E-911, Dispatch, and Call Time Review
Eric Ritzman, Executive Director of E-911 and Dispatch, discussed how E-911 and Dispatch operate, along with average call times for Cumberland County EMS.
This item was discussed.
3. Discussion regarding County EMS and relations with City Fire
Chris Miller, Cumberland County EMS Director discussed functions of Cumberland County EMS. He discussed training opportunities for both City and County held by the County's Medical Director, and the updated protocols Cumberland County EMS follows.
This item was discussed.
4. Discussion regarding the relationship between City Fire and County EMS
Brian Tompkins, Tennessee Department of Health - Emergency Medical Services Consultant for the Upper Cumberland Region, outlined several critical factors City Council must consider before establishing a City-run ambulance service, explained the different license types, and discussed the Memorandum of Understanding. He encouraged the City to work with the County prior to pursuing Fire-based EMS, review the Memorandum of Understanding with the County, and make any changes that need to be made.
This item was discussed.
5. Discussion regarding City's budget and necessary changes for City EMS
Finance Director Nathan Clouse presented budget issues in the Special Called meeting. Mayor Crawford asked Council if they had any further questions for him at this time. Seeing none, he moved to the next item.
This item was discussed.
6. Discussion regarding reimbursement resolution for City EMS expense
Due to the vote during the Special Called meeting, the reimbursement resolution is not needed at this time.
This item was discussed.
7. Discussion and action regarding financing of Fire Station #1 and #2
Finance Director Nathan Clouse discussed financing options for Fire Station #1 and #2. He recommended using the Tennessee Bond Fund. He informed Council that while Tennessee Bond Fund's interest rates are slightly higher, their fees are much less. He

explained the difference in cost would be much less expensive and the process would be more efficient than using a municipal advisor.

This item was recommended to return to Council at the November Work Session.

8. Discussion regarding updated ambulance pricing and cost

This item was not discussed.

9. Discussion regarding certifications pertaining to City EMS

This item was not discussed.

10. Discussion regarding EMS consultant assistance

This item was not discussed.

11. Discussion regarding a medical director

This item was not discussed.

12. Discussion regarding billings services

This item was not discussed.

15. Approval of 2025-2026 Alcohol Enforcement Grant contract

The City and its Police Department have been awarded an Alcohol Enforcement Grant in the amount of \$40,000.00 by the Tennessee Department of Safety. This money will be used for overtime and programs related to driving under the influence. There is no local match required.

This item was recommended for approval.

16. Approval of sewer mainline extension

The property owner and developer at the corner of Genesis Road and Iris Lane has proposed a mixed-use development. The portion fronting on Genesis Road will be for commercial/retail, and the remainder of the property behind it will be for residential townhomes. At the corner of the intersection, they have proposed Bubba's Bodega, a 3,375 square foot convenience store with a drive-thru. Gas pumps are not included in their proposal. There are two other proposed retail spaces, one is 2,500 square feet and the second one is 3,750 square feet. Each of the retail spaces will have their own parking lots.

Behind the retail spaces, they have proposed a residential townhome development consisting of 14 town homes, with driveways and additional overflow parking.

There are two proposed driveways connected by a private drive. One driveway connection will be along Iris Lane and the other will be along Genesis Road. The connection with Genesis Road is across the road from North Hills Drive.

Private water and sewer lines are proposed within the development, with the water being on a master meter. The development does require a mainline sewer extension from an existing manhole located along Iris Lane. The mainline extension is approximately 215 feet of 8-inch gravity sewer with the addition of a new manhole. Approval of the mainline extension must be granted by City Council.

The Crossville Regional Planning Commission recommends the approval of the sewer mainline extension.

This item was recommended for approval.

17. Approval of contract with Vermont Systems

A contract with Vermont Systems is recommended. This is a software system that would replace the current systems being used by Leisure Services rather than using multiple systems. This software will allow citizens to reserve times at the Depot, Meadow Park Lake, shelters, and ball fields, register for league ball, and purchase tickets to events at the Palace.

This item was recommended for approval.

18. Approval of Tourism Enhancement Grant contract

Approval of the Tourism Enhancement Grant contract is recommended. This grant contract is in the amount of \$60,000 and required a match of \$6,666.67. The grant money will be used to add wayfinding signage in the Downtown area.

This item was recommended for approval.

19. Approval of 2025-26 lease of Catoosa Utility Department building

The lease expired September 30 on the building occupied by the Catoosa Utility Department. The lease amount is \$1,850 per month, which is \$150 more than the current lease. The lease will be on a month-to-month basis due to the construction of the new Catoosa office building.

This item was recommended for approval.

Adjournment

The meeting was adjourned at 7:58 p.m.