

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

January 11, 2021

The Board of Mayor and Aldermen (BMA) met in a Public Meeting on Monday, January 11, 2021, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

The only item on the Public Hearing agenda was an Ordinance amending the parking restriction in Mill Creek Subdivision prohibiting on-street parking. There were no comments.

Vice Mayor Dickson adjourned the Public Meeting.

ABBAY MILLER, RECORDER

ADAM DICKSON, VICE MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

JANUARY 11, 2021

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, January 11, 2021, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Due to the absence of Mayor Chuck Vest, Vice Mayor Adam Dickson presided and called the meeting to order. Vice Mayor Dickson led the group in an opening Prayer, and Glenn Rosenoff led the pledge to the Flag.

Upon call of the roll those present were: Vice Mayor Adam Dickson, Alderman Stephen Callahan, Alderman Virginia Causey, and Alderman Terry Countermine. Mayor Chuck Vest was absent. Also present were: Town Administrator Glenn Rosenoff, Operations Manager Craig Ford, Town Attorney Jim Wheeler, and Donna Freeman, Executive Assistant, in the absence of Town Recorder Abbey Miller.

Vice Mayor Dickson said the first item of business was the Consent Agenda, and asked if there were any items that the Aldermen wished to have pulled from the Consent Agenda. There being none, Alderman Countermine made the motion, seconded by

Alderman Callahan, and duly passed to approve the following items on the Consent Agenda:

1. Approve the December, 2020, bills for payment:

<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
97660-97789 AP	141,025.46		
97790-97798 AP	7,177.75		
97796-97803 AP	2,808.47		
97804-97811 AP	42,432.45		
97812-97819 AP	14,115.56		
97820-97823 AP	2,111.04		
97824-97834 AP	33,717.50		
97835-97839 AP	3,335.06		
97840-97842 AP	79,110.98		
97843-97847 AP	2,098.29		
97848-97855 AP	8,122.54		
97856 AP	96.00		
97857-97866 AP	7,132.12		
	343,283.22		
61583-61672 AP		163,162.33	
61673-61676 AP		4,820.41	
61677-61680 AP		15,717.99	
61681-61682 AP		1,107.78	
61683-61685 AP		3,846.46	
61686 AP		250.17	
61687-61692 AP		55,590.11	
61693-61695 AP		29,387.10	
61696-61697 AP		312.86	
61698-61702 AP		2324.35	
		276,519.56	
9023-9052 AP			24,968.70
9053 AP			217.50
9054 AP			208.96
9055 AP			99.44
9056 AP			2,450.86
9057-9058 AP			524.30
9059 AP			40.00
			28,509.76

2. Approve the following Town Administrator Report:

LPRF Grant: We still continue to wait on final reimbursement on the original contract. Once this is completed, the State should pivot and award us the second

contract with an approved corresponding budget. In the meantime, we will hold a preconstruction meeting with Summers Taylor shortly to schedule an opportune time for concrete work. We do not want pours during cold weather as to avoid special additives that are used for such weather conditions. The Board will be updated as soon as we know when the second contract is sent to the Town.

Dog Park: The Town made contact with a representative of the Boyd Foundation who stated that he would be visiting Jonesborough this month to look at the three locations for the dog park to determine whether the Foundation would continue to fund us for a park if the Board approved an alternative location. In the meantime, I would like to schedule a workshop in order to determine the pros and cons of each site contemplated. As we continue to discuss the park, I was made aware that the Park and Recreation Committee had discussed another alternative location within Persimmon Ridge Park. This reaffirms that we need the Board to have the best available information to make an informed decision on the direction of the dog park.

School Project: Great news! We have closed on the school property as of last week. As this was not an easy process, I wanted to let the Board know that between the Mayor and Jim Wheeler many hours of back and forth on closing the deal occurred. We are out of the schematic design phase of the project and onto design development. Just today I had a zoom meeting with Rural Development, Clark Nexsen, Jim and Bob as we discussed the Construction Manager phase of the project. This is just to say that the School Project is on the frontline of our efforts to move forward in a deliberate way and get us a great build.

Jackson Theatre and JRT: Both construction projects are moving at a steady pace. Brick has been ordered to complete the close in plan of the exterior wall to turn the space dry. Concrete work should begin very soon with a large front pour that will serve not only the interior of the project but also the façade portion of the project. Installation and lighting of the marquee is on the horizon. Domestic waterlines, sleeves required under the concrete to install a fire line and sewer were completed by our staff in anticipation for the pending front pour. The JRT has been gutted, the rafters have been secured, and a plan to level the concrete floor is underway. Don Bacon is awaiting approval of the trusses.

COVID-19: Our public safety personnel were provided the opportunity to get the first round of vaccine. I am working with EMA Director Rusty Sells on when our other essential services, like our utility personnel, waste management, etc., would have the same opportunity. As the roll out for the vaccines is in stages, we are close to our next line of essential workers having the opportunity to be vaccinated. The vaccination is voluntary and participation will be reflective of this. There is a sense with the vaccine being launched nationally that tourism may see a glimmer of hope if the community transmission rates decrease while at the same time there is a rise in people being vaccinated. Our local sales tax numbers remain historically high and I attribute this to shopping local. We need to

remember that shopping local should be a goal of our residents so that whether through good times or bad, our local economy is supported by all of us. If the transmission numbers do not decline and we continue to experience spikes, we will continue to monitor our COVID policies that include the Infectious Disease Policy, mask wearing, and pre-approval to travel beyond 100 miles from Jonesborough.

Stay tuned...a lot happening in the *Oldest Town in Tennessee!!!*

3. Approve the following Operations Manager Report:

I am happy to submit my final report for the year that was 2020. It is my hope that 2021 is a much better year.

With that said, the weather for the month of December made it difficult to accomplish many of the projects we are currently working on or have scheduled. The project at West College and Anderson Road is at a standstill. There are two reasons for this. The first is it has been too wet to do any grade work. Secondly, CenturyLink has two poles in the Town right-of-way that we cannot get them to move.

These poles have stopped grade work on lot three and a partial section of lot two. We will not be able to proceed with these poles being moved.

I have drafted a letter to the Town Attorney to see if we have any recourse to force CenturyLink to move the poles, or if we can have them moved and bill CenturyLink for the cost.

The materials for the bridge at Mill Springs Park are scheduled to be in the week of January 11. Once these materials are in, we will begin replacing this bridge. We tried to schedule a time to replace the bridge at Main Street Café before these materials arrived, but were unable to do so.

I have participated in a couple of meetings regarding an upgraded waterline to North Cherokee and Skyline. The upgrade is not needed for the new school; however, we will need more pressure in this area if development occurs as think it will. We have a preliminary plan; we now just need to decide when to go forwards and how to fund it.

We experienced our first heavy snow in the last few years on Christmas Eve. The Street Department did an awesome job with the equipment they had to work with. We have since put one of the snow plow/salt spreader units in service and hope they have the second one very soon.

I have had numerous site visits with Don Bacon regarding the JRT project and construction is well under way. I have also worked with GRC construction on the

Jackson Theater. We have been told that the front slab of the Jackson and the marquee will be installed the month of January.

Don Bacon completed his work on the new Senior Center portico. It looks great. We are awaiting the concrete caps for the two columns. Once those are in, we will have them installed and that project will be complete.

4. Approve the following Committee Reports: Jonesborough Board of Zoning Appeals and Jonesborough Planning Commission.
5. Approve the following Supervisor Reports: McKinney Center, Mary B Martin Program Director, Fire Department, Parks and Recreation, Director of Tourism and Main Street, Solid Waste and Recycling, Senior Center, Police Department, Visitor Center and Facilities Rental Manager, Water Distribution, Building Inspector, Water Treatment Plant, Street Department, and Animal Control.
6. Accept with regrets the retirement of Debbie Kagan, Billing Clerk in the Water Administration Department for 15 years, with the effective date of February 26, 2021.
7. Accept the resignation of Blake Anderson, Water Worker I in the Water Distribution Department, with the effective date of January 7, 2021.
8. Approve the appointment of Christian Daniel Carrier as a Public Safety Officer in the Police Department at Grade 10 Step 3 (\$35,080), subject to the successful completion of all pre-employment requirements.
9. Approve the hiring of Ian Kirkpatrick as an Americorps Volunteer - StoryTown Assistant at the McKinney Center for a one-year period and with the Town's cost-share amount of \$7,700 funded through the Mary B. Martin Fund.
10. Approve the appointment of Charlene Hawley as a Parrish Nurse for the Senior Center at the rate to the Town of \$12.50 per hour for 20 hours per week and authorize the Town Administrator to sign the contract with Ballad Health.

The next item for discussion was the Financial Report. Vice Chairman Dickson said he was proud of the sales tax numbers and appreciates people being supportive of the local businesses in Town. Vice Mayor Dickson asked the Aldermen if they had any comments. There being none, Alderman Causey made the motion to approve the Financial Report as presented, seconded by Alderman Countermine, and duly passed.

The next item was Communications from the Mayor. Vice Mayor Dickson said the Jonesborough Police and Fire and emergency personnel from neighboring communities are to be commended for all their hard work and outstanding efforts on the recent fire at the Hexpol Plant (formerly known as Burton Rubber). He said he is very proud of all the local businesses and Town citizens who pulled together to provide food, drinks and support to the emergency personnel. Vice Mayor Dickson said the Town

looked great during the holidays, and it was wonderful to see people walking and shopping downtown during the Christmas season; the downtown business owners said they had a great season. He thanked Town staff and the marketing team for all their hard work to bring people to Jonesborough during this holiday season. Vice Mayor Dickson announced that the McKinney Center will be hosting a Martin Luther King, Jr. Day virtual event program with speakers and singers that will be live on Facebook and a food drive to collect food for the JAMA Food Pantry. He also announced that WJHL will be hosting a special program presentation to honor Dr. Martin Luther King, Jr. at 7:00 p.m., Monday, January 18th, on WJHL.com and on their Facebook page.

The next item was Aldermen Comments. Vice Mayor Adam Dickson asked the Aldermen if they had any comments. There were none.

The next item was Town Attorney Comments. Attorney Wheeler said he had nothing new to report.

The next item was Citizens Comments. There were no comments.

The only item under Old Business was second and final reading of an Ordinance prohibiting on-street parking in Mill Creek Subdivision replacing Ordinance No. 2019-04 in its entirety. Vice Mayor Dickson asked the Aldermen if they had any comments. There being none, Alderman Countermine made the motion to approve on second and final reading the Ordinance prohibiting on-street parking in Mill Creek Subdivision. The motion was seconded by Alderman Callahan, and duly passed.

INSERT ORDINANCE

The first item under New Business was the FY2019-20 Audit Report. Kevin Peters, CPA and Audit Partner for Blackburn, Childers and Steagall, presented the Town's FY2019-20 Audit Report. Mr. Peters said the overall audit went very well as anticipated. Mr. Peters stated that the audit was a "clean" report with no findings that would require an action corrective plan. Mr. Peters said in addition to the General Fund, Solid Waste Fund, Water/Sewer Fund, and Drug Fund, a new Capital Project Fund was established to account for construction costs related to the new Jonesborough K-8 School. Mr. Peters reviewed the audit report and said there was also a clean opinion related to grant compliance. Vice Mayor Dickson expressed thanks to Abbey Miller and her staff in handling the day-to-day operations in the Recorder's Office. He asked the Aldermen if they had comments. There being none, Alderman Callahan made the motion to accept the FY2019-20 Audit Report as presented, seconded by Alderman Causey, and duly passed.

The next item for discussion was the Jonesborough Debt Refunding Plan for 2021. Vice Mayor Dickson said this is an opportunity for the Town to refinance certain debt to save money and asked the Town Administrator if he would explain the process. Glenn Rosenoff said according to the Raymond James report, that based on today's market the Town has the potential to save over \$240,000 on a gross savings basis or

\$198,000 on a PV (Present Value) basis by utilizing a taxable structure when refinancing all callable maturities of the Bond Series 2012. Mr. Rosenoff then reported that for the USDA refinancing, Raymond James analyzed all seven of the Town's USDA loans and only three met the criteria for refunding. He said the Raymond James report stated, "based on today's market data, the Town has the potential to save over \$768,000 on a gross savings basis or \$429,000 on a PV savings basis by utilizing a tax-exempt structure when refinancing its USDA Debt." Mr. Rosenoff said the analysis assumed current tax-exempt rates, a 2030 call feature, and an early 2021 closing. Mr. Rosenoff said the refunding plan has been submitted to the State Director of Local Government Finance, Comptroller's Office, and the Director has up to 15 days to respond with a Refunding Report. Mr. Rosenoff explained that the Balloon Indebtedness, which is any debt issued for greater than 30 years, requires approval or a waiver by the State Comptroller under the Balloon Indebtedness provisions of Tennessee law; the new bond dealing with the refinancing of the USDA debt matures in less than 30 years; however, a quirk in the law requires that the years be counted from the original date of the USDA debt, not just from the date of the refinancing. He said even though we are shortening the length of the debt with the refinancing, according to the interpretation, the term is still greater than 30 years, so accordingly we had to get the waiver from the State in order to meet the letter of the current law, which we did. Attorney Wheeler said the minutes need to reflect the Board's recognition of the Comptroller's letter and approval notice. Vice Mayor Dickson noted for the record that the Town of Jonesborough received notice from the Tennessee Comptroller's office approving the Town's debt restructuring plan and the Balloon Indebtedness as explained by the Town Administrator.

Mr. Rosenoff said there are two separate Resolutions requiring Board action, with each Resolution citing the original debt service of each as part of the refunding plan. The Resolution authorizes the execution, terms, issuance, sale and payment of the debt refunding plan. Vice Mayor Dickson asked the Aldermen if they had any questions or comments on the refinancing plan. There being none, Alderman Countermine made the motion to approve the Resolution Authorizing the Execution, Terms, Issuance, Sale and Payment of Not To Exceed \$6,800,000 General Obligation Refunding Bonds, Series 2021, of the Town of Jonesborough, Tennessee, and providing the details thereof. Alderman Callahan seconded the motion, and it was duly passed.

INSERT RESOLUTION - \$6,800,000

Alderman Causey made the motion to approve the Resolution Authorizing the Execution, Terms, Issuance, Sale, and Payment of Not To Exceed \$4,200,000 General Obligation Refunding Bonds, Series 2021 (federally taxable), of the Town of Jonesborough, Tennessee, and providing the details thereof. The motion was seconded by Alderman Countermine, and duly passed.

INSERT RESOLUTION - \$4,200,000

The next item of business was an update report and presentation on the Town's website and marketing efforts. Vice Mayor Dickson said Cameo Waters, Director of Marketing and Main Street, will address the Board with the update. Cameo Waters said she would give a full presentation at the February 8th BMA meeting, and that hopefully the website will be fully launched in February. Ms. Waters gave an update on the funding received through the Tennessee Tourism CARES Marketing Program in the amount of \$50,662. She said this funding was in place to support Designation Marketing Organizations (DMO's) in all 95 Tennessee counties due to COVID-19, and the funds allocated to each county was based on the average percentage of the 2018-2019 State tax revenue generated by each County according to the annual U.S. Travel economic report. Cameo Waters said that the Town has received nearly all reimbursements and she expects to receive the remainder of the funds in January. Ms. Waters said they received reimbursement for following: (1) digital advertisement through social media outlets, (2) drive-in movie event costs, (3) regional marketing co-op, (4) DSLR camera equipment, (5) billboard advertisement, (6) WCYB-TV commercials – Bristol, (7) WLOS-TV commercials – Asheville, (8) WJHL-TV commercials – Johnson City, and (8) direct mailer campaign. Ms. Waters said with this marketing campaign, the Town has seen dramatic growth in its numbers on social media and visitors to the Town's website; the Town has received positive feedback from shop owners, noting they have seen an increase in foot traffic and sales. Ms. Waters stated she was very appreciative of Abbey Miller and Lorena Craddock in assisting her with the information and documentation to help wrap up the CARES Act reimbursements. Vice Mayor Dickson asked Ms. Waters if there were any hard statistics about the drive-in movie event and if that would be worth continuing. Cameo Waters said the drive-in movie program was one of the Town's biggest successes of 2020, but was a costly event. Ms. Waters said Mayor Vest's idea of giving movie patrons \$10 in JAMSA coins helped the downtown merchants tremendously.

Vice Mayor Dickson asked the Aldermen if they had any further comments or questions. Alderman Causey asked if the workshop has been scheduled regarding the dog park and the Jackson Theatre. Operations Manager Craig Ford said hopefully that will take place in February. Glenn Rosenoff said a representative from the Boyd Foundation will be meeting with staff to look at the three locations proposed for the dog park. Alderman Countermine asked Glenn Rosenoff about the meeting with Hexpol. Mr. Rosenoff said the rapid response meeting went really well and another meeting is being scheduled for later this week.

There being no further business, Vice Mayor Dickson adjourned the meeting.

ABBEY MILLER, RECORDER

ADAM DICKSON, VICE MAYOR