

BEER BOARD

JANUARY 12, 2015

The Board of Mayor and Aldermen (BMA) met as the Beer Board on Monday, January 12, 2015, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

The request was for a re-application for a retail beer sales permit for Walgreens. Vice Mayor Countermine said that Walgreens had a change of name and therefore the license has to be changed. Motion was made by Alderman Vest, seconded by Alderman Sell and duly passed to approve the off-premise beer permit application for Walgreen Co. dba Walgreens #13660.

There being no further business for the Beer Board, the meeting was adjourned.

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ABBEY MILLER, RECORDER

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KELLY WOLFE, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

JANUARY 12, 2015

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, January 12, 2015, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Vice Mayor Countermine called the meeting to order. Operations Manager Craig Ford led the group in opening Prayer, and Police Chief Matt Hawkins led the pledge to the Flag.

Upon call of the roll those present were: Vice Mayor Terry Countermine, Alderman Adam Dickson, Alderman David Sell, and Alderman Chuck Vest. Mayor Kelly Wolfe was absent. Also present were: Town Attorney Jim Wheeler, Town Administrator Bob Browning, Operations Manager Craig Ford, and Executive Assistant Virginia Causey.

The next item on the agenda was the Consent Agenda. Vice Mayor Countermine asked if there were any items the Aldermen would like to have moved to the Regular Agenda for discussion. There were none. Motion was made by Alderman Dickson, seconded by Alderman Sell and duly passed to approve the Consent Agenda as follows:

1. Approve the minutes of the November 24, 2014, Called Charter Meeting and the December 8, 2014, Beer Board and Regular Meeting.
2. Approve the following December, 2014, bills for payment:

<u>VENDOR</u>	<u>AMOUNT</u>
A-Z Office Resources	2060.33
Advance Auto Parts	215.71
Aggregates USA, LLC	2564.87
Airgas Safety, Inc.	88.54
ALSCO	57.90

Amber Crumley	29.99
American Backflow	85.00
<u>VENDOR</u>	<u>AMOUNT</u>
American Eagle	375.00
American Tire Distribution	205.48
American Waterworks Assoc.	196.00
Anderson Fire, LLC	640.35
Andy Oxy Company, Inc.	336.93
Appalachian Book Service	195.05
Appalachian Environment	13635.00
APW	194.00
Aramark Uniform Service	1249.20
Archer Brothers Garage	278.36
Archer Electric Service	3874.00
Auto Zone #2087	170.31
B & H Photo-Video	316.50
Banc of America P&I	3073.83
Barbara L. Bogart	144.00
Barnes Exterminating co.	40.00
Ben Caldwell	485.00
Blackburn, Childers & Steagall	38000.00
Blue Cross-Blue Shield	65079.81
Bobcat	1072.00
Bradley Anderson	58.11
Branham Corporation	136.92
Bray's Recapping Service	3555.80
Brenntag Midsouth Inc.	786.42
Builders First Source	7735.00
Business Health	3412.08
California Contractors	199.40
Campus Chalet	725.00
Carl Gregory	38.56
Carus Phosphates, Inc.	3369.69
Central Paper & Supply	595.51
Central Spring Service	240.00
Centralized Child Support	815.31
CenturyLink	70.08
CenturyLink	283.50
Certified Lab	340.00
Chappell's Pest Control	45.00
Charlesbridge Publishing	538.40
Chemetrics, Inc.	67.45
Cherry Smith	562.50
Cintas Corporation #202	1004.13
Citizens Security	4086.48
Coca Cola Enterprises, Inc.	176.40
Comcast Cable	1218.11
Community Development	2000.00
Compass Mineral Americ	20606.96
Consolidated Pipe & Supply	11588.85
Copynet, LLC	295.00
Corelogic Real Estate	1486.44
D.Todd Wood	3985.00
Darrell W. Brinson	150.00
David Crum	215.00
Dearborn National	496.15
Dennis Dwayne Brooks	700.00
Diamond Ticketing System	874.50
Dry Clean City	35.00
East TN Rent-Alls	169.00

Ecosafe Landfill	5586.44
Employee Security	475.00
Equinox Environmental	7747.75
<u>VENDOR</u>	<u>AMOUNT</u>
Erwin Utilities/Water Test	325.00
Esc Lab Science	839.00
F&L Lime & Livery	900.00
Federal Express	32.59
Ferguson Enterprises #5	6985.64
Fire Extinguisher Co.	28.95
First Tennessee Bank	5744.20
First Tennessee Bank	11409.22
First Tennessee Bank	4793.77
First Tennessee Bank	3792.73
First TN Development District	1033.00
Fisher Auto Parts, Inc.	130.54
Fleenor Security System	3294.00
Fleet Pride	679.55
Food City	247.74
Foster Signs	877.90
Free Service Tire co.	2320.74
Fuelman	19.81
G & C Supply Company, Inc.	11099.96
Gall's, LLC	360.00
Gary Lykins	20.00
Gay Whitt	562.50
General Sessions Court	416.27
Grainger	145.25
GRW Engineers, Inc.	14380.00
Guerry McConnell	140.00
Harbor Freight Tools	27.95
Harold Cochran	500.00
Hayes Pipe & Supply	1258.29
HD Supply Waterworks, Ltd	21022.94
Heisse Johnson Hand Up	139.94
Henry Schein	102.41
Hodges Machine Co.	24.55
Home Depot Credit Service	35.83
Ingles #4205	260.95
International Storytelling	29.40
Jacob Anderson	1115.00
Jaime Aistrop	44.95
Janette Gaines	24.02
Janpak, Inc.	642.73
Jefferson Sales South	1550.50
Jeffrey Allen Story	90.00
Jennifer Schmidt	1042.85
Jessica Rae Evans	290.00
John F. Blair Publisher	422.34
Johnson City Ford	787.10
Johnson City Utility System	121.00
Jonesborough Art Supply	50.00
Jonesborough General	292.50
Jonesborough HRA	6900.00
Jonesborough Pizza Parlor	56.00
Jonesborough Post Master	3440.00
Jonesborough/Washington	3750.00
Joshua David Heltzel	245.00
Kansas State Bank	8962.25
Ken Smith Auto Parts #4	40.25

Kimball Midwest	1979.57
Kyle Mason	210.00
Larke Foster	19.53
Leisure Publishing Co.	1676.75
<u>VENDOR</u>	<u>AMOUNT</u>
Liberty National	1178.60
Lone Pine Publishing	361.46
Lowe's	2919.05
Mail Works, Inc.	171.81
Mary Hamilton	200.00
Mary Brown	8.76
Matt Rice	22.50
McCoy Land Surveying	2500.00
Megan Sparks	200.00
Mes-Carolinas	2667.25
Mes-Carolinas	629.29
Microbac A/R	243.70
Mitchell 1	636.72
Moilabs	349.98
Nafeco, Inc.	87.00
Napa Auto Parts	1807.21
Nationwide Retirement	1737.93
Native Ground Music	428.17
Networkfleet, Inc.	1086.45
News & Neighbor	990.00
Nortrax	491.59
Office Depot Credit Plan	318.23
Office of the Chapter 1	877.00
Old Dominion Brush	83.36
Olde Towne Hardware	1190.15
Olde Towne Small Engine	1131.49
Osborne Electric Inc.	1137.57
Pam Daniels	4.37
Pardue Photographics	500.00
Paul Richard Shelton, Jr.	555.00
Permatile	710.00
Peterbilt of Bristol	2618.67
Pitney Bowes	996.00
Pitney Bowes, Inc.	249.86
Pocket Press, Inc.	269.70
Poorboy Lawn Care	400.00
Print Distribution Service	921.09
Quality Trophy & Engraving	866.85
Qwik Pack & Ship	2.95
R.B. Webb Insulation Co.	4349.56
Ready Mix USA	2400.00
Reinhart Food Service LLC	251.94
Richmond Times-Dispatch	216.00
Ricoh USA, Inc.	11072.60
Ricoh USA, Inc.	149.43
Riverside Manufacturing	8.89
RMJ Distributing Co.	156.00
Robert Lee Harrison	120.00
Robin Goodman	26.44
S & ME, Inc.	600.00
Saratoga	799.40
Saratoga Financial	5495.15
Sewer Rehab Services, LLC	14893.20
Shell Media	554.64
Shirt Tail Designs	927.25

Shred-It	12.20
Southern Pipe & Supply	697.24
Specialized Operations	600.00
Sprint	25.78
Sprout Web Design	867.00
<u>VENDOR</u>	<u>AMOUNT</u>
Stafford Custom Graphic	2674.00
Steve's Small Engine	70.00
Stowers	838.74
Stuart C. Irby, Co.	1437.24
Summers Hardware	115.54
Taylor Battery East Whs	550.16
Tekwell Services	772.48
Terminix Processing Center	178.00
Terri Hendrix	100.00
The Chamber of Commerce	416.00
The Greeneville Sun	447.78
The Naked Bee	369.50
The Stock Pot	197.03
Thomson Reuters – West	153.38
TML Risk Management Pool	898.43
TN Dept. of Health F.S.	450.00
TN Dept. of Revenue	30.40
TN Dept. of Revenue	434.14
TN Dept. of Safety	161.50
TN Local Dev. Authority	3183.61
Town of Jonesborough	588.44
Town of Jonesborough (T	1973.63
Tractor Supply	185.97
Treasurer, State of TN	3460.00
Treasurer, State of TN	1380.00
Treveric Lee Rees	50.00
Triplett Farms	455.00
Trublue Tactical	50.97
Truck Toy's & More	1056.00
Truckers Lighthouse	523.20
TruckPro-Kingsport	930.90
Tysinger, Hampton & Partners	1365.00
United Parcel Service	174.01
United Way	342.00
USA Blue Book	681.47
UT MTAS	100.00
Valley Equipment Co	188.17
Valley Trailer Repair	90.00
Verizon Wireless	172.14
Virginia Causey	26.02
Wal-Mart Store / GEMB	1137.44
Walters State College	250.00
Wanda Hill	81.91
Washington Farmers Co-op	208.39
Washington Farmers Co-op	20880.53
Waste Management	2188.60
Wayne Winkler	300.00
Wells Fargo Equipment	3451.00
Western Refuse & Recycling	103.29
Wheeler & Seeley	6994.00
White's Auto Parts	1378.18
Williams Electric	626.66
WJHL-TV 11	966.00
Wm. S. Trimble Company	893.27

Worldwide – Johnson City	276.80
WPWT 870 AM	<u>400.00</u>
<b>TOTAL</b>	<b>\$492872.81</b>

<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
76893-Jonesborough Postmaster	664.58		
76894-77048 AP	165,223.34		
77049-77087 AP	30,409.30		
77088-Wesley Corder	230.00		
77089-Jennifer Schmidt	1,938.34		
77090-Katelyn Smith	450.00		
77091-77119 AP	62,710.86		
77120-77127 AP	5,381.59		
77128-Register of Deeds	22.00		
77129-77142 AP	197,716.49		
77143-Wal-Mart	1,842.65		
77144-77151 AP	11,250.24		
77152-77153 AP	396.00		
77154-Jack Ragsdale	252.00		
77155-77163 AP	6,010.95		
77164-77169 AP	1,898.15		
	<b>\$486,396.49</b>		
52294-Jonesborough Postmaster		2,075.44	
52295-52368 AP		161,377.99	
52369-52383 AP		78,812.66	
52384-52392 AP		37,576.02	
52393-52395 AP		1,856.31	
52396-52398 AP		1,457.55	
52399-52402 AP		1,403.79	
52403-Jonesborough Postmaster		9.13	
52404-52407 AP		8,629.41	
52408-52410 AP		4,701.76	
		<b>\$297,900.06</b>	
<b>Sanitation</b>			
6445-6471 AP			16,805.09
6472-6479 AP			5,360.82
6480-6481 AP			649.18
6482-6483 AP			144.54
6484-6485 AP			208.67
6486-Nationwide			132.93
6487-Purchase Power			.96
			<b>\$23,302.19</b>

3. Approve the following Town Administrator Report:

**Wastewater Improvements**

The entire project is now complete, and we are finalizing payments and paperwork. There is a final change order with the Smith Contractors' contract which included the effluent pump station, basin piping, paving, etc. in Phase II of the improvements. This change over is a little over \$16,000 and is on the BMA agenda for approval. Once authorized, the final payment can be made and that contract closed out. This has to be closed by the end of January so we can submit a new CDBG application in February for funding assistance with water loss reduction.

The Persimmon Ridge Pump Station work is complete and the final payment request has been submitted. This payment is being made with remaining Rural Development grant funds, and that project with Design and Construction Services, Inc. in Knoxville will be closed out as well. We have been very fortunate to have had four excellent contractors and the work undertaken is excellent.

David Crockett H.S. Package Plant – GRW Engineers is finalizing the Preliminary Engineering Report on the proposed connection of Crockett High School to our wastewater system. They will have it completed by the first of next week. The cost figures thus far project the construction expense at \$486,000, and engineering, surveying, inspection, permits, environmental, easements, and administration at \$175,000 for a total project cost of \$661,000. The maximum grant is \$500,000. At this point the Town has committed only to consider receiving the sewer flow from Crockett High School.

## **Water**

GRW Engineers is still working on Zone 3, however, their efforts at this point have expanded into the planning for a larger project that will be submitted to ECD with a CDBG grant application. The project involves two phases, with the initial phase being a “forensic” investigation of our system using sounding surveys and calibration of critical meters to discover water loss sources. The second phase is to undertake rehabilitation work to fix problems and eliminate leaks that are found. The work portion of the project for the two phases is estimated thus far to cost \$463,500 with \$140,000 for engineering, environmental, administration and permit fees, for a total cost of \$603,500.00. We are continuing to make some repairs of Zone 3 because of water leaks, but the number of breaks has subsided.

## **Transportation**

Persimmon Ridge Rd & Shell Road – Jonesborough’s work with this project is underway and Baker Construction has equipment on site. The new driveway from Shell Road to the Cloyd house on their property has been graded and graveled, and a new water line installed from Shell Road as well. The sewer has been reworked along Shell Road, and a pump station eliminated. The Street Department has been working on the bank slopes and ditch lines along the east section of Shell Road as well. Trees have been cut and removed in order to allow major grading to proceed, however, the weather and holidays have put progress on hold for the last month. We need some better weather, however, we still expect to have it done by March.

Even though we have not completed our work, TDOT knows we are underway and they just submitted a Spot Safety application to Nashville to implement major improvements to the intersection of Persimmon Ridge Road and W. Main Street. This application goes out of the Region 1 Office in Knoxville to Nashville. I think TDOT normally makes their decisions within 30-45 days.

Woodrow Ave – Status at Woodrow and 2<sup>nd</sup> avenues is still the same.

Jackson Blvd/SR-354 – This project is being designed for construction. As I mentioned last month, TDOT has taken into account the recommendations from the Traffic Advisory Committee in the design process.

W. Jackson Medians – We did get an inquiry from Mark Ferguson through Todd Wood about partnering with the turn lane on W. Jackson Blvd associated with the Family Dollar Store. The Traffic Advisory Committee has indicated they would like to consider a formal policy for addressing turn lanes in Jonesborough, and this should be addressed at the TAC meeting the end of January.

## **Grants**

LPRF Walkway/Playground Grant – We have finished the work on this grant, but TDEC has not come for their project inspection. We hope to be closed out by February.

Safe Routes to School – TDOT and Equinox have been communicating back and forth since the submittal that went to TDOT back in September. We expect to resubmit plans to TDOT in two weeks. As you have heard me state before, the right-of-way, preliminary engineering process with TDOT has become so much more tedious. We are moving forward, but it is slow. This project needs to pick up the pace, so I will be more actively involved in making sure TDOT gets what they need regardless of whether it makes any sense. I will also be meeting with Todd Wood, Craig and the staff necessary to initiate the E. Main Street improvements from First Baptist Church to the Burkett property (cemetery area) this spring. We need to start this project when we complete the Persimmon Ridge/Shell roads project.

T-21 Walkway Grant – We have been approved to move forward with this walkway project, however, we have one last step in the ROW certification or order to get totally cleared to proceed. Even though our pedestrian bridges have been in place since 2007, and are not involved with any construction costs with the Barley Creek Park to downtown walkway project, it has been determined that the bridges should have a permit from TVA. Two of our pedestrian bridges are replacement bridges for bridges that were built prior to 1980. We got ARAP permits from TDEC for the bridges, but even though they have existed for years we had to pay \$500 and send in an application to TVA to get the permits needed to obtain our ROW certification from TDOT on this walkway project. The TVA process is supposed to be complete by the end of January.

## **Jackson Theatre**

The asbestos and lead paint removal was completed last week, S&ME tested the air last Monday and we received the ok today to re-occupy the building. I had previously sent in early December to Joe Garrison of the TN Historical Commission a demolition plan that involves taking out wall finishes, ceilings, materials, etc. within the interior of the building so the structural engineer can evaluate any repairs, structural improvements, etc. with the building. We do not want to undertake design until we know we are dealing with, and we have to get gyp board, and drop ceilings out of the way for us to see what we have to do. I have sent a follow-up letter to Joe Garrison but have received no response to-date. We want to move the inmates to the Jackson Theatre to start the demolition work as soon as they complete the storage building at the Water Plant. This would be a good project while the weather is cold.

The loan request to Rural Development is still being processed, and we have received no formal response to-date.

## **Senior Center**

This project is still moving slowly. The interior work is substantially on hold until the roof is installed and the building water tight. Roofing is going slowly, and the weather makes it worse. We have an advertisement out for the new Senior Center Director, but we will not probably start interviewing until the end of January.

## **Farmers Market**

As you know, the Boone Street Market is open. The commercial kitchen should be operational this week. The gas is now on the building, and the commercial hood has been installed. It's a matter of getting everything checked out. The



Health Dept. is supposed to inspect the kitchen soon. If everything is checked out, the project should be finished by Friday.

### **Downtown Streetscape Plan**

We have the additional signage needed downtown, and we are waiting for the brackets which are custom made. These should be completed by next week and the signs will be installed.

### **Chucky Depot**

We are working on the layout for the Depot, Caboose and restroom and make sure these components are placed properly. We are working on utility installation, and want to get the foundation poured. Because of Railroad ROW, flood plain, adjoining property lines, and different floor elevations within the depot building itself, it is very important that we know where everything is exactly located and at what elevation.

### **Model Railroad Museum**

This is still under review at ETSU.

### **Economic Development**

EPA Brownsfield Assessment Grant – This was submitted to EPA by Washington County on December 21st.

Smart Communities Initiative – I worked on this application over Christmas and it will be submitted next week. The application is to become a SCI Partner Community which would provide us with planning and design projects with a number of different departments at the University of Tennessee to detail out projects in Jonesborough. This includes business retention and recruitment, tourism promotion, design projects including initiatives like the Railroad Museum or a new history museum and interpretive area downtown. We have to be selected as a “Partnering Community” by UT, and there may be only one community selected.

Virginia Tech Community Design Assistance Center – This project is underway, and the staff has met with the DCAC staff twice. A topo of our current garage site is complete, and sent to Blacksburg and they have some preliminary park plans in progress. The CDAC held a Community Forum at the Visitor Center to receive community input in the priorities for what is in the park. We continue to work out the details of the floodplain issues and site considerations with the Rosenbaum property and our Wastewater/Recycling site. We are confident at this point that these properties will provide us with the usable space we need for our garage/fleet operation for many years.

### **Committee Meetings**

I have continued preparing agenda presentations for the BMA meetings, the Planning Commission, Tree & Townscape Board, Traffic Advisory Committee, JRT Board of Directors, and minutes for most.

#### 4. Approve the following Operations Manager Report:

For the month of December, I only had the prison crew for 16 days due to the State of Tennessee’s holiday schedule. Work did progress very well on the 40-foot by 70-foot storage shed we are constructing for the Water Treatment Plant.

The footers and concrete pad have been poured. The block has been laid, walls constructed, roof constructed and the building is in the dry. The metal siding and

roofing has been ordered and will be in Friday January 09. The Prison Guard will not be working the week of January 12 through January 16 due to attending his mandatory annual State in-service training. I am hoping to complete this project within two weeks after the guard returns with the crew.

The prison crew also began construction of some wall-unit shelves at the McKinney Center. This was requested for the pottery room as there is not enough room to store supplies; therefore, much of their supplies are left on the floor. We also constructed a painting dryer for their art classes. This project will take a couple more days to complete.

I have participated in a couple of meetings regarding the construction of the Train Depot. I met with Joe and Tyler McCoy on the site to locate the corners of the building in order that we could begin digging the footers. It was discovered during this time that the right-of-way owned by the Town is basically a drainage basin. For this reason, the restroom facility is going to have to be re-located; therefore, I may have to have a follow-up meeting with Joe McCoy to determine a slightly different location for the building and caboose.

Mr. Browning forwarded a report to me from S&ME releasing the Jackson Theater as asbestos free. This will allow me to work on cold days with the inmate crew to remove the wall and ceiling coverings in order that a structural engineer can tell us what walls can be removed, or what walls are load-bearing.

Mr. Browning has sent a request to the State Historical Commission requesting this demolition and we are awaiting their approval.

I conducted an Employee of the Month committee meeting in December for the purpose of selecting an Employee of the Year.

5. There were no Committee Reports due to the December holiday schedule(s).
6. Approve the following Supervisor Reports: Visitor Center Manager, Tourism and Marketing, Water Distribution, Building Inspector, Street Department, Animal Control, Park and Recreation, Solid Waste and Recycle, Fire Department, Police Department, Senior Center, Water Park, Fleet Management, McKinney Center, Event Coordinator, Water Treatment and JRT Artistic Director
7. Approve the request by Milligan College's VITA Program to allow use without charge of the Jonesborough Visitor Center for free tax preparation service by trained Milligan College students, using the Visitor Center on Monday nights from 4:00 p.m. to 8:00 pm. beginning Monday, February 5, 2015, through the first Monday in April.
8. Approve the appointment of Brandon Fender as a volunteer pay-per-call Jonesborough Firefighter subject to all pre-appointment conditions

The next item on the agenda was the approval of the Financial Report. Motion was made by Alderman Vest, seconded by Alderman Sell and duly passed to approve the Financial Report as presented.

Communication from the Mayor was the next item on the agenda. Vice Mayor Countermine read the following Proclamation establishing January 19, 2015, as Dr. Martin Luther King Day of Service:

#### **Insert Proclamation**

Vice Mayor Countermine read a thank you note from Marion Light on behalf of the Veterans Affairs Committee for the work of Phil Fritts for the installation of the

Veterans Park Security System which is monitored at the Visitor Center and the Police Department.

Vice Mayor Countermine then presented the Employee of the Month Award to Marsha Grindstaff. He read the following:

*On behalf of the men and women at the Department of Public Safety, I would like to nominate Marsha Grindstaff for the January, 2015, Employee of the Month. I am in receipt of a letter from Sgt. Justin Hazlewood, detailing the efforts and actions of Marsha Grindstaff throughout her employment with the Town since May, 2013. Public Safety Dispatchers must address a wide range of public needs at any hour, have the ability to transition from quiet moments to frantic demands, and vigilantly maintain the lifeline of communications with our officers on patrol. Ms. Grindstaff not only performs these tasks as an efficient professional, but does so in a manner that makes each person feel as though their need is the most important. Further, Mrs. Grindstaff suggested and was instrumental in implementing a streamlined system of accounting for business related trespassing offenders which permits our patrol officers to more quickly and efficiently service the needs of local businesses. The Department of Public Safety serves the public above all else and through Marsha's professional yet compassionate actions, exemplifies professional dedication to the community of Jonesborough and the Department of Public Safety, and we are proud to have her as an essential member of our team. Submitted by: Matt Hawkins, Police Chief & Sgt. Justin Hazlewood*

Ms. Grindstaff said she enjoys working for the Town of Jonesborough. Vice Mayor Countermine thanked Ms. Grindstaff for her service and dedication to the citizens of Jonesborough.

Alderman Communications was the next item on the agenda. Alderman Dickson thanked the Board for the Proclamation for Martin Luther King Day. He said we are seeing nationally a lot problems throughout the country in communities, in the Police Departments, etc. and regardless of where you come down on the issues with Ferguson, MO, or New York, it is very important that we adopt this Proclamation. He said Jonesborough is a community where we try to make communities. He said he wished the Town Supervisors were present so he could let them know that we appreciate the work they do and how we all work together to promote the community and link people together. He said you look around at all the turmoil in other communities and we could show them how to work together to uplift a community. He said he is proud of Jonesborough and what we have in this Town.

Attorney comments was next on the agenda. Town Attorney Wheeler said he had no comments but needed to meet with the Board in Executive Session at the end of this meeting.

Citizen comments was the next item on the agenda. Ed Wolfe, 1103 Miller Drive, addressed the Board and wanted to remind everyone that the Jonesborough Kiwanis Club Spaghetti Dinner is the last Saturday of February. He said the Kiwanis Club helped build the disc golf course, helps with Shop with a Cop, Halloween Haunts & Happenings, Easter Eggstravaganza, and Town parades, as well as other things in the community. He encouraged everyone to buy tickets for the dinner and suggested that the Board might want to purchase tickets for the employees. Alderman Vest said the Kiwanis Club sponsored his little league team a long time ago.

The first item under New Business was the appointment to the Intergovernmental and Affairs Committee. Motion was made by Alderman Vest, seconded by Alderman Dickson and duly passed to approve the appointment of David Sell as the Alderman representing Jonesborough on the Intergovernmental Affairs Committee in Washington County.

The next item on the agenda was the approval of Change Order No. 5 for the Wastewater Improvement Project Phase II. Vice Mayor Countermine asked Bob Browning to explain this change. Mr. Browning said this is a final change order on the Smith Contract and will close out this project which needs to be done by the end of the month so the Town can apply for another grant on the Water Loss Project. He said the additional funds to cover this change order are left over from the outfall line portion of the project which has already been closed out. Motion was made by Alderman Vest, seconded by Alderman Sell and duly passed to approve Change Order No. 5 with Smith Contractors, Inc. for a total increase of \$16,212.96 to be paid from existing project contingency funds.

The last item on the agenda was the audit report for Fiscal Year 2013-14. Kevin Peters with Blackburn, Childers and Steagall was present to address the Board. He thanked the Board, Town Staff, Bob Browning, Abbey Miller, Virginia Causey, and Sarah Byrd for all their help during the audit. He said the audit went well and the Town received an unqualified opinion which is the best opinion the Town can get. He addressed items in the audit report and said there was only one finding which was a carryover finding from previous audits. He said the audit went well and there were no grant findings. He wanted to thank the BMA and Town for allowing his firm to do the audit. Alderman Vest asked how the auditors put a value on buildings such as Booker T. Washington School because being based upon total construction cost using inmate labor is not feasible for the amount of the building. He added that on new construction that is contracted, we can get a fair market value. Mr. Peters said that Abbey Miller and Sarah Byrd keep a list of all expenditures on the renovation of buildings. Mr. Browning said it is hard to put a value on a renovated building that has no tax appraisal on it. He said we worked out a deal with the School Board to acquire the Booker T. Washington School, and had inmate labor renovate it so the value that shows up in our assets is not the fair market value. Mr. Browning said Boone Street Market will be the same way as far as a value on the building. Mr. Browning said relative to the excellent grant documentation, it has been very successful in the past and a lot of it has to do with the work of our staff in properly documenting all expenditures. He said the Block Grant Program normally does not like to do force account work. He said when the Town lays waterlines, we typically use our own crew to lay the water lines and do it by force account. He said when we submit a grant request to ECD for a force account Block Grant, it is not questioned because they know we can do it. We know how to document it and Virginia Causey does a great job along with the supervisors providing paperwork back to our staff. He said we have a great team working together and it pays off. Motion was made by Alderman Dickson, seconded by Alderman Vest and duly passed to accept the audit report for fiscal year ending June 30, 2014, from Blackburn, Childers and Steagall.

The meeting was adjourned into Executive Session.

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ABBEY MILLER, RECORDER

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KELLY WOLFE, MAYOR