

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

OCTOBER 16, 2023

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Monday, October 16, 2023, at 7:00 p.m. at Town Hall, 123 Boone Street, Jonesborough, TN.

The only item on the Public Hearing agenda was the Ordinance amending the Town of Jonesborough Municipal Code, Title 11, entitled "Planning and Zoning" by deleting Section 11-516B of Chapter 5 in its entirety and replacing with a new Section 11-516B. There were no comments.

The Public Hearing was closed.

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JANET JENNINGS, RECORDER

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CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

OCTOBER 16, 2023

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, October 16, 2023, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Chuck Vest called the meeting to order. Alderman Dickson led the group in an opening Prayer, and Tom Pardue led the pledge to the Flag.

Upon call of the roll those present were: Mayor Chuck Vest, Alderman Virginia Causey, Alderman Terry Countermine, Alderman Adam Dickson, and Alderman Kelly Wolfe. Also present were: Town Administrator Glenn Rosenoff, Town Recorder Janet Jennings, Operations Manager Craig Ford, and Town Attorney Jim Wheeler.

The next item was the Consent Agenda. Mayor Vest asked if there were any items that the Aldermen wished to have pulled from the Consent Agenda. There were

none. Alderman Wolfe made the motion, seconded by Alderman Causey, and duly passed to approve the following items on the Consent Agenda:

1. Approve the minutes for the following BMA meetings: June 12, 2023 – Regular Meeting, June 26, 2023 – Called Meeting, June 30, 2023 – Called Meeting, July 10, 2023 – Regular Meeting, August 2, 2023 – Work Session, August 7, 2023 – Regular Meeting, and September 11, 2023 - Regular Meeting.

2. Approve the following bills for payment:

**Insert Payment**

3. Approve the following Town Administrator Report:

**Insert Report**

4. Approve the following Operations Manager Report:

**Insert Report**

5. Approve the following Supervisor Reports: Police Department, Fire Department, Director of Special Events, Street Department, Animal Control, Utility Manager, Water Quality, Water Distribution, Wastewater, Water Plant, and Director of Tourism and Main Street.

6. Acknowledgement of the Debt Obligation Report CT-0253 related to the Debt Obligation Bond Anticipation Note Extension Note, Series 2023 in the aggregate principal amount of not to exceed \$1,200,000.

7. Acknowledgement of the Debt Obligation Report CT-0253 related to the Capital Projects and Departmental Vehicles Capital Outlay Note, Series 2023, in the aggregate principal amount of not to exceed \$1,000,000.

8. Approve rental of the Leeboy paver for paving trails outside the Town's corporate limits, but within Washington County, with the proceeds designated for the in-lieu-of sidewalk line item in the Town's general fund.

**INSERT AGREEMENT**

9. Approve the Outdoor Use Permit for Crystal Raven, located at 1-3 East Main Street, for the intended use as a photo opportunity with the placement of hay, pumpkins, metal arbor, and metal chairs as part of the scenery. A Certificate of Appropriateness has been issued by the Historic Zoning Commission, the proof of insurance and hold-harmless agreement are complete, and with the display to not interfere with the sidewalk and sidewalk to remain ADA accessible.

The next item on the agenda was the approval of the Financial Report. Mayor Vest said there was about a 5% increase in the July 2023 sales tax compared to July 2022. Mayor Vest asked the Aldermen if they had any comments. Alderman Wolfe asked the Town Recorder about the Town's financial status. Janet Jennings reported that the Town's finances are in good shape. Glenn Rosenoff said that he and Janet Jennings had had a meeting with Standards & Poor's and potentially an upgrade of the Town's bond rating. Mayor Vest called for a motion. Alderman Countermine made the motion to approve the Financial Report as presented, seconded by Alderman Dickson and duly passed.

Communications from the Mayor was the next item on the agenda. Mayor Vest presented the Employee of the Month award to Jerry Davis, and read the following nomination letter:

*I would Like to nominate Fleet Dept Employee Jerry Davis for Employee of the Month. The Fleet Department is one of the smallest departments in the Town of Jonesborough, with only 3 technicians serving 16 departments with over 200 plus vehicles and engine powered equipment ranging from air cooled weed eater's and lawn mowers to dump trucks and very large heavy equipment. Jerry has worked on Jonesborough's garbage trucks his whole career, for 28 years. He is willing anytime from early in the morning to late at night to repair an out of service garbage truck. Working on weekends often, despite his personal needs, to keep our aging garbage truck fleet ready to serve Jonesborough. If you stand beside any city garbage truck in any city, anywhere, your nose will soon tell you, do not crawl under it. Sometimes he must go to the landfill and crawl over garbage under the truck just to get one of our trucks rolling again, how much is that worth...priceless. Speaking of price, if we didn't have Jerry saving the town literally thousands of dollars each month it would be hard to keep it all moving. For example, our local big truck shop charges \$125.00 an hour and our local new truck dealer charges \$239.00 an hour, subtract Jerry's hourly pay even with some overtime added, and then you can see Jerry is a real bargain. Jerry is a steady worker, always moving forward to keep Jonesborough's large trucks and off-road equipment in operating condition. Jerry is a very cooperative worker willing to work with others and he truly cares about Jonesborough. Great job Jerry!*

*Submitted by: Steven Beckett, Fleet Maintenance Director*

Mayor Vest asked Jerry Davis if he had any comments. Jerry Davis said he appreciated being nominated.

Ruth Verhegge, Chairman of Paws-In Blue Committee, introduced Darrell, the Police Department's new K-9 officer, who is 9 months old and Darrell's main job is public relations and tracking. Ms. Verhegge expressed her appreciation to the benefactor of Darrell, Becky Frazier, who donated the funds for the purchase of the canine and requested that the canine be named Darrell after her father.

Mayor Vest presented the following committee appointments to the Historic Zoning Commission: appoint Nita VanTil to fill an unexpired term (due to a resignation) expiring September 2027, and reappoint Rebecca Moss and Chris Baasar, each for a five-year term expiring March 2028. Mayor Vest asked the Aldermen if they had questions or comments. There being none, Alderman Wolfe made the motion to approve the appointments to the Historic Zoning Commission as presented, seconded by Alderman Causey and duly passed.

Mayor Vest said the Street Department has been working on the North Cherokee Street project and it is looking good, and the parking lot at Lincoln Park in order to get it ready for Pavewell to begin paving tomorrow. Mayor Vest said the Storytelling Festival was a great event this year and there was a large number of people attending the Ghost Stories.

Citizens Comments was the next item on the Agenda. Mayor Vest asked if there were any citizens present that would like to comment at this time. Nancy Kavanaugh, 112 East College Street, Jonesborough, TN, addressed the Board in regards to the Americans With Disabilities Act (ADA). Ms. Kavanaugh said she trusts that all of the Board members can hear her with the microphone. Ms. Kavanaugh commented to the Board members she cannot always hear them because they don't use your microphones, you sit back in your chairs. She said she comes to learn and when you have sidebar conversations and discussions that omit her, then she is not getting full measure of the service that she has paid. Ms. Kavanaugh said there is a lot of information in that Americans With Disabilities Act regarding hearing impairment, and she is not the only one that has impaired hearing. Ms. Kavanaugh said in that Act there is a requirement that people with hearing disabilities have exactly the same amount of hearing ability as those who have hearing. She said for example, here in Town Hall at the Board of Mayor and Aldermen meeting if you don't speak up she cannot hear you. She said she does wear hearing aids and there are others who wear hearing aids and she knows there are people in this town who do not come to activities because they cannot hear and they cannot participate in something. Ms. Kavanaugh said they don't go to an event at the Visitor Center or Langston or the theatre unless they are sitting very close to the stage. Ms. Kavanaugh said there are requirements to provide hearing assistance for people with hearing disabilities. She said a variety of devices are available. Ms. Kavanaugh said at the Storytelling Festival the first rows were marked off for people with hearing disabilities. Ms. Kavanaugh said we don't do that here at the Board of Mayor and Aldermen meeting or other Town meetings, we don't have that at the Visitors Center when there is a large group and there is terrible acoustics in there to begin with. Ms. Kavanaugh said she would like for the Board of Mayor and Aldermen to think about a policy for town events, whether it is here or at the Visitors Center or McKinney Center or the theatre or the Storytelling Center that there be a policy regarding space for people with hearing disabilities to be able to sit close enough to the speaker in order to hear what is going on. Ms. Kavanaugh asked the BMA to take that up as an action and asked that the Board members use their microphones and speak into them so that I can hear you whether she sits in the first row or in the back row.

Mayor Vest thanked Nancy Kavanaugh for her comments and appreciated her bringing that to the Board's attention and that they would look into that.

Alderman Communications was the next item on the agenda. Mayor Vest asked the Aldermen if they had any comments. Alderman Countermine said he agreed with Mayor Vest's comments about the Storytelling Festival being a great event, the weather was great and everyone he talked to was very complimentary of Jonesborough. Alderman Wolfe said he visited Lincoln Park and talked with Pave-Well, and they are going to pave the Park in the morning. Alderman Wolfe said they done great job getting the rock down, the binder is going to look good and once the landscaping is in it will signify Lincoln Park being complete which is a big deal. Alderman Wolfe said that Pave-Well will then go to North Cherokee Street to being paving; and that they do a really great job, care about the quality of their work, and it is very note-worthy for them to be on-site and so productive and efficient and concerned with how great the product is going to be. Alderman Causey expressed her appreciation to the Storytelling staff who did an outstanding job with traffic control and parking at this year's festival.

Town Attorney Comments was the next item on the agenda. Mayor Vest asked Town Attorney Jim Wheeler if he had comments. Jim Wheeler said they had a very productive month with easements and the upcoming bond closings.

The first item under Old Business was approval on second and final reading of Ordinance No. 2023-12 to amend the Town of Jonesborough Municipal Code, Title 11, Entitled "Planning and Zoning" by Deleting Section 11-516B of Chapter 5 in its Entirety and replacing with a new Section 11-516B. Mayor Vest asked the Aldermen if they had questions or comments. There being none, Alderman Wolfe made the motion to approve on second and final reading Ordinance No. 2023-12, as presented. Alderman Causey seconded the motion and it was duly passed.

## **INSERT ORDINANCE**

The first item Under New Business was Amendment #2 to the Consulting Contract with Community Development Partners, LLC (CDP) who has been working with the Town on several projects within our water utility system to include AMI/AMR, water transmission main, and water treatment plant. Evan Sanders, CDP representative has provided a breakdown of Amendment #2 increasing their consulting contract by \$70,000 which includes their services for the easement acquisitions needed for the water transmission main project, and services related to the TDEC ARPA funding. CDP services are for: \$60,000 - Admin for direct allocation of ARPA funding (original contract), \$10,000 USDA Environmental (Amendment #1 – already approved), \$20,000 - Transmission main easement services (Amendment #2), \$50,000 - TDEC ARPA admin (Amendment #2); and all of these costs will come out of the direct allocation of ARPA funding. Mayor Vest asked the Aldermen if they had questions or comments. There being none, Alderman Wolfe made the motion to approve Amendment #2 in the amount of \$70,000.00 to the consulting contract between Community Development Partners, LLC and Town of Jonesborough, Tennessee, as

presented, and to be paid out of ARPA funds. Alderman Dickson seconded the motion and it was duly passed.

## **INSERT CONTRACT**

The next item on the agenda was approval of an application and agreement for the Town to participate in the State of Tennessee's Local Government Investment Pool (LGIP) in order to begin investing into LGIP and at the same time maintaining a strong cash on hand balance. The Town Administrator and Town Recorder will strategically invest funds from both the General and Water funds to capture better interest rates as compared to current local banking rates. The plan to invest funds and to withdraw funds will require action by both the Town Administrator and Finance Director to maximize segregation of duties by adding shared responsibility to the process (investment/withdrawal). Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Countermine made to the motion to approve the Town Administrator and Finance Director to submit the Application and Agreement to Participate State of Tennessee Local Government Investment Pool, as presented. Alderman Causey seconded the motion and it was duly passed.

The next item on the agenda was approval of a Property Owner Agreement for Storm Water Improvements at 260 East Main Street, Tammy Rowe and Milton Rowe, property owners. Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Wolfe made the motion to approve the engineer's design of repairs at 260 East Main Street, and the property agreement allowing Town staff to work on private property to make the repairs. Alderman Countermine seconded the motion and it was duly passed.

## **INSERT AGREEMENT & SCHEMATIC**

The next item on the agenda was approval of a Resolution Authorizing the Issuance, and Providing Details, of a General Obligation Bond Anticipation Extension Note in the Aggregate Principal Amount of Not to Exceed \$10,000,000; Authorizing the Sale Thereof; and, Providing for the Payment of Such Note. Mayor Vest asked Town Administrator Glenn Rosenoff to comment. Glenn Rosenoff said the Town is working with USDA Rural Development to issue their Bonds on the majority of the project to reduce interest rate costs from the overall interim financing of the initial \$32,750,000. The additional \$10,000,000 in financing is the subject matter of the agenda item. As the project is getting closer to completion, the \$10,000,000 will need to be extended for a short-term until we complete the project. Mr. Rosenoff said it is advantageous to the Town of Jonesborough to extend and renew the Series 2022 Note through the issuance of that certain not to exceed \$10,000,000 General Obligation Bond Anticipation Extension Note, Series 2023 (the "Series 2023 Extension Note"). Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Dickson made the motion to approve the Town of Jonesborough to extend and renew the Series 2022 Note through the issuance of that certain not to exceed \$10,000,000 General Obligation Bond Anticipation Extension Note, Series 2023 (the "Series 2023

Extension Note”), as presented. Alderman Causey seconded the motion and it was duly passed.

#### **INSERT RESOLUTION NO. 2023-16**

The next item on the agenda was approval of an Initial Resolution Authorizing the Issuance of a Not to Exceed \$1,200,000 General Obligation Bond of the Town of Jonesborough, Tennessee, to Provide Funding for Certain Public Works Projects and to Fund the Incidental and Necessary Expenses Related Thereto. The General Obligation Bond Initial Resolution is a second resolution needing BMA approval associated with borrowing the additional \$1,200,000 to complete the final elements of the Jackson Theatre Project, and in particular the staging, such as lighting, sound, rigging, and other finishing components in order to provide for a myriad of performances and other activities in the facility. The previous resolution passed by the BMA in August 2023 authorized a Bond Anticipation Note (BAN), interim financing, to complete the project. Both resolutions are part of the overall plan for once the project is complete, USDA Rural Development (RD) will assume the debt and the town will be obligated to pay off said debt to RD. The BAN or interim financing through Bank of Tennessee was a competitive rate of 2.99%. Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Wolfe made the motion to approve the Initial Resolution authorizing the issuance of a not to exceed \$1,200,000 General Obligation Bond to complete the Jackson Theatre Project, as presented. Alderman Countermine seconded the motion and it was duly passed.

#### **INSERT RESOLUTION NO. 2023-17**

The next item on the agenda was approval of a Resolution Authorizing the Issuance, and Providing Details, of a General Obligation Bond Anticipation Extension Note in the Aggregate Principal Amount of Not To Exceed \$2,832,100; Authorizing the Sale Thereof; and, Providing for the Payment of Such Note. The Jackson Theatre Project is entering into its final stages of completion, and the Town is continuing to fund the project through Bond Anticipation Notes, or interim financing. The Town is working with USDA Rural Development to issue their Bond on the \$2,832,100, however the note is due with First Horizon who we have the interim financing with. USDA General Counsel does have the \$2,832,100 bond issuance under review but has not provided us a definite date for closing. The Town Administrator and the Finance Director believes it to be in the best interest of the BMA to approve the bond extension on the \$2,832,100 so that we have a plan in place in addressing the interim financing as needed; and that it is advantageous to the Town of Jonesborough to extend and renew the Series 2021 Note through the issuance of that certain not to exceed \$2,832,100 General Obligation Bond Anticipation Extension Note, Series 2023 (the “Series 2023 Extension Note”). Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Wolfe made the motion to approve the Town of Jonesborough to extend and renew the Series 2021 Note through the issuance of that certain not to exceed \$2,832,100 General Obligation Bond Anticipation Extension Note, Series 2023 (the

“Series 2023 Extension Note”), as presented. Alderman Countermine seconded the motion and it was duly passed.

### **INSERT RESOLUTION NO. 2023-18**

The next item on the agenda was approval of a Resolution of the Town of Jonesborough Water Department Amending “The Town of Jonesborough Water Conservation Resolution” Section 7. The Resolution authorizes and sets forth guidelines for the declaration of water shortage emergency. TDEC has advised that Section 7 part “C” needed to be amended to meet their requirements. The resolution provided shows the existing parts “A” and “B” as well as the amended language for part “C”. Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Dickson made the motion to approve the Resolution amending the Town of Jonesborough Water Conservation Resolution Section 7, part “C”, as presented. Alderman Causey seconded the motion and it was duly passed.

### **INSERT RESOLUTION**

The next item on the agenda was approval of the Tiger Park Accessories Bid, which is part of the LPRF grant project is the purchase of trashcans, tables, and benches. There are ten (10) benches along the walkways, thirteen (13) double trash receptacles, and four (4) hexagon tables (one handicap accessible) that are under the small pavilion near the athletic playground. All the products have composite boards with cedar finish and the benches have cast iron frames. We received two bids, one from Belson Outdoors in the amount of \$43,985.18, and the other from Park Warehouse in the amount of \$436,760.23. Belson is the low bidder and meets specifications and budget. With there being no comments Mayor Vest called for a motion. Alderman Countermine made the motion, seconded by Alderman Dickson, to approve awarding the bid for Tiger Park Accessories to Belson Outdoors in the amount of \$43,985.18, as presented. The motion was duly passed.

The next item on the agenda was the following three Resolutions for Tiger Park (LPRF Grant – Local Parks and Recreation Grant) and the Jonesborough K-8 School Project: (1) General Obligation Bond, (2) Bond Anticipation Note (BAN), and (3) USDA Resolution. Mayor Vest asked Town Attorney Jim Wheeler if the three Resolutions could be voted on together or would they have to be voted on separately. Jim Wheeler said the Resolutions would have to be voted on separately. Mayor Vest asked the Aldermen if they had comments or questions concerning any of the three recommendations on the Resolutions and there were none.

Mayor Vest called for a motion on Resolution No. 2023-20 – Initial Resolution Authorizing the Issuance of a Not To Exceed \$2,000,000 General Obligation Bond of the Town of Jonesborough, Tennessee to Provide Funding for Certain Public Works Projects and to Fund the Incidental and Necessary Expenses Related Thereto. Alderman Wolfe made the motion to approve Resolution No. 2023-20 as presented, seconded by Alderman Countermine and duly passed.

**INSERT RESOLUTION**

Mayor Vest called for a motion on Resolution No.2023-21 – Authorizing the Issuance, and Providing Details, of a General Obligation Bond Anticipation Note in the Aggregate Principal Amount of Not To Exceed \$2,000,000; Authorizing the Sale Thereof; and, Providing for the Payment of Such Note. Alderman Wolfe made the motion to approve Resolution No. 2023-21 as presented, seconded by Alderman Countermine and duly passed.

**INSERT RESOLUTION**

Mayor Vest called for a motion on Resolution No.2023-22 – Authorizing the Terms, Issuance, Execution, Sale, and Payment of a General Obligation Bond, Series 2023C, in the Principal Amount of Not To Exceed \$2,000,000, of the Town of Jonesborough, Tennessee. Alderman Causey made the motion to approve Resolution No. 2023-22 as presented, seconded by Alderman Dickson and duly passed.

**INSERT RESOLUTION**

There being no further business the meeting was duly adjourned.

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JANET JENNINGS, RECORDER

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CHUCK VEST, MAYOR