

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

NOVEMBER 10, 2014

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, November 10, 2014, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Wolfe called the meeting to order and led the group in an opening prayer. Veterans Tom Pardue, Matt Hawkins, Patrick Nienast, and Ruth Verhegge led the pledge to the Flag.

Mayor Wolfe asked David Sell, newly-elected Alderman, to come forward to sit with the Board with the understanding that he could not vote until sworn in as Alderman.

Upon call of the roll those present were: Mayor Kelly Wolfe, Alderman Terry Countermine, Alderman Adam Dickson, and Alderman Homer G'Fellers. Alderman Chuck Vest was absent. Also present were: Town Administrator Bob Browning, Town Attorney Jim Wheeler, Town Recorder Abbey Miller, and Operations Manager Craig Ford.

The next item on the agenda was the Consent Agenda. Mayor Wolfe asked if there were any items the Aldermen would like to have moved to the Regular Agenda for discussion. Mayor Wolfe called attention to a memo requesting a change in a firefighter's pay to 9-2 (\$30,892) instead of 9-1 (\$29,992) due to his being certified. Mayor Wolfe said the Town Administrator Report gives a good update on Town projects in progress. He said we are under a deadline on the walkway easements and we will work this week to meet those deadlines. Motion was made by Alderman Countermine, seconded by Alderman Dickson and duly passed to approve the Consent Agenda as follows:

1. Approve the October 6, 2014, BMA minutes.
2. Approve the following October bills:

<u>VENDOR</u>	<u>AMOUNT</u>
A-Z Office Resources	2204.95
Absolute Communications	595.00
Advance Auto Parts	99.06
Aggregates USA, LLC	5582.87
Alex Bomba	45.00
Allan Dearstone	36.00
ALSCO	87.72
Amber Crumley	90.60
American Tire Distribut	594.60
Andy Oxy Company, Inc.	108.00
Angie Sheek	19.20
Appalachian Book Service	997.07
Appalachian Gypsum	1074.04
APW	189.00
Aramark Uniform Service	1034.21
Archer Brothers Garage	370.00
Archer Electric Service	3342.00
August House, Inc.	385.71
Auto Zone #2087	68.24
A2Z School Supply	2063.00
Banc of America P&I	3073.83
Bank of Tennessee	2697.07

Barbara L. Bogart	252.00
Barnard Roofing	13942.00
Barnes Exterminating co.	40.00
<u>VENDOR</u>	<u>AMOUNT</u>
BKT Uniforms	122.00
Blue Cross-Blue Shield	65631.67
Bob Phillips	11.20
Bobcat	2543.68
Bonnie Simmerman	12.00
Boones Creek Outdoor	114.50
Bowman Drivshaft	60.00
Branham Corporation	308.13
Brenntag Midsouth Inc.	4166.42
Brett Sean McCluskey	50.00
Business Information	825.00
Carus Phosphates, Inc.	3373.92
Central Child Support	815.31
Central Paper & Supply	2234.70
CenturyLink	283.50
Chappell's Pest Control	45.00
Charlesbridge Publishing	596.80
Chief Supply	891.35
Cintas Corporation #202	490.97
Citizens Security	4182.02
CJW, Inc.	50.00
CMI Equipment Sales	1028.80
Coca Cola Enterprises, Inc.	176.40
Comcast Cable	154.33
Community Development	7500.00
Corey Tickles	75.00
Craig Smith	961.60
Crazy Tommy's	288.00
Cummins Crosspoint	650.06
D.Todd Wood	5720.00
Dave Pienick	16.04
David Cook-Photography	315.00
Deanna Carey	173.00
Dearborn National	500.65
Dennis Dwayne Brooks	875.00
Diamond Ticketing System	699.55
Dianne Barker	29.59
Don Thieringer	90.00
Down To Earth	10758.00
Dry Clean City	35.00
East TN Rent-Alls	256.15
Ecosafe Landfill	6262.31
Employee Security	475.00
Equinox Environmental	2057.50
Erwin Utilities/Electric	46.46
Erwin Utilities/Water Test	100.00
Esc Lab Science	1379.00
Esc Lab Sciences	782.00
ETSU/Cass	75.15
Fairway Manufacturing	171.90
Fenco Supply of J.C.	6.80
Ferguson Enterprises #5	5339.55
First Tennessee Bank	10214.62
First Tennessee Bank	12195.25
First Tennessee Bank	8586.50
First Tennessee Bank Na	8629.26

Fisher Auto Parts, Inc.	65.68
Fleenor Security System	1478.63
Food City	133.23
Foster Signs	543.00
<u>VENDOR</u>	<u>AMOUNT</u>
Free Service Tire co.	597.40
George Bridwell	84.49
Goodpasture Motor Co.	133.05
Grainger	84.30
Green Pastures Wholesale	181.90
Greeneville Oil Company	187.08
GRW Engineers, Inc.	29559.51
Gus and Anne Palas	85.00
Hach	372.89
Harold Cochran	500.00
Hawk Equipment Company	377.85
Hazardous Materials	475.00
HD Supply Waterworks, Ltd	993.00
Heisse Johnson Hand Up	139.67
Hodges Machine Co.	100.00
Holiday House, Inc.	141.94
Ingles #4205	128.36
International Storytelling	291.35
J&S Fence	670.00
J.L. Jacobs & Associates	2205.00
Janpak, Inc.	1013.40
Jasper Engines	2307.31
Jean Archer Campbell	36.54
Jefferson Sales South	10076.99
Jennifer Morrison	250.00
Jeri Jones	16.80
Jessica Rae Evans	397.50
Jims Construction co.	1600.00
JLM Brokerage	1900.00
Joe Tennis	69.00
Johnson City Power Board	58.47
Jones Locating Service	540.00
Jones O.K. Tire Store	311.36
Jonesborough General	148.41
Jonesborough HRA	6900.00
Jonesborough Post Master	3000.00
Jonesborough Storytelle	16.00
Jonesborough Water Dept.	4362.14
Jonesborough/Washington	5928.73
Judith Didier	15.16
Judy O'Hara	8.00
Jules Corriere	8.91
K & M Flooring, Inc.	15.00
Kansas State Bank	8962.25
Ken Ross Architects, Inc.	1442.50
Ken Smith Auto Parts #4	134.19
Kimball Midwest	2287.67
Kyle Mason	605.00
Liesure Publishing Co.	1576.75
Lowe's	6393.76
Lucas M Schmidt	72.50
Mahoney's Sportsman's	2786.34
Mary Allen	170.00
Mary Brown	8.76
Mary Ruth Jeffers	90.00

Matheson Tri-Gas, Inc.	37.37
Mathew Bender	150.16
McCollum Bottled Water	14.63
Medical Center Homecare	207.00
Megan Michele Knight	75.00
<u>VENDOR</u>	<u>AMOUNT</u>
Melinda Nicole Ley	50.00
Mes-Carolinas	92.85
MHC Kentworth – Kingsport	285.20
Michael D'Avella	100.00
Microbac A/R	518.40
Modern Supply Co.	14.20
Motorola Solutions Cred	40241.00
Napa Auto Parts	1472.98
National Law Enforcement	50.00
Nationwide Retirement	1527.93
News & Neighbor	195.00
Nortrax	2394.92
O'Reilly Automotive Inc.	4.90
Office Depot Credit Plan	89.84
Office of the Chapter 1	877.00
Olde Towne Hardware	1188.56
Olde Towne Small Engine	633.55
Osborne Electric Inc.	260.00
Ossipee Mts Electronics	624.40
Pam Daniels	11.57
Pardue Photographics	500.00
Perry's Enterprises, Inc.	334.62
Peterbilt of Bristol	1883.96
Phyllis Anne Fabozzi	200.00
Poorboy Lawn Care	3200.00
PPG Architectural	236.78
Precision Ironworks	915.00
Print Distribution Service	1867.18
Probuild East LLC	83.20
Purchase Power	500.00
Quality Trophy & Engraving	42.10
Quik & Grady's Cleaners	171.00
Ready Mix USA	1900.51
Reeves Alignment & Auto	50.45
Reliance Standard (Vol)	350.96
Ricoh USA, Inc.	3155.19
Ricoh USA, Inc.	149.43
Riverside Manufacturing	8.89
RMJ Distributing Co.	156.00
Robert & Celeste Mushet	136.80
Robin B. Beals	1000.00
Robin Goodman	147.36
Roy Thomas	50.00
S.B. White Company	395.00
Saratoga	486.65
Saratoga Financial	7505.87
Sandra Gerrell Kelley	28.00
Scott Hardy	850.00
Sewer Equipment of America	181.19
Shane Adkins	208.04
Sharon L Squibb	100.00
Sharon Neuhaus	19.20
Shell Media	180.00
Shelley Bolt	72.04

Shirt Tail Designs	304.20
Shred-It	12.20
Sir Speedy	38.25
Smoky Mountain Living	500.00
Snapp's Lawncare	1665.00
Southern Water Service	1224.00
<u>VENDOR</u>	<u>AMOUNT</u>
SRC Walk in Coolers	10999.00
SSCI	1017.50
Stafford Custom Graphic	201.09
Standard Forms	60.50
Steve Cook	12000.00
Stowers	1731.36
Sue Shanks	40.44
Summers Hardware	46.93
T&R Sawing	7960.00
Tami Moore	16.00
Taylor Battery East Whs	1196.33
Taylor Technologies	77.85
TBI-Fiscal Services	29.00
Team Bridal Wedding	837.00
Tekwell Services	1078.58
Tennessee Candle Supplies	120.00
Tennessee One-Call	39.00
Tennessee Pizza Product	1462.75
Terminix Processing Center	165.00
The Detail Shop	60.00
The Dycho Company, Inc.	5625.72
The Naked Bee	369.50
The Trophy Shop	24.00
The University of TN	1800.00
Thomson Reuters – West	643.38
TML Risk Management Pool	2250.11
TN Association of	150.00
TN Bureau of Investigation	560.00
TN Cons Retirement System	41002.94
TN Dept. of Health F.S.	450.00
TN Dept. of Revenue	49.40
TN Dept. of Revenue	701.68
TN Dept. of Safety	817.00
TN Local Dev. Authority	3183.61
Torbett Design	951.50
Town of Jonesborough	12.00
Tractor Supply	446.68
Trane US Inc.	849.86
Treasurer, State of TN	350.00
Tri-City Rubber & Gasket	63.79
Triplett Farms	448.00
Truck Toy's & More	459-75
Truckers Lighthouse	102.53
TruckPro-Kingsport	360.77
Tyler Osborne	1000.00
United Art & Education	169.90
United Parcel Service	242.76
United States Plastic Co.	108.90
United Way	366.00
USA Blue Book	465.21
UT Water Resources	125.00
Valley Equipment Co	187.20
Valley Trailer Repair	90.00

Verizon Wireless	172.14
Vulcan Materials	421.15
Wakeston Books	111.44
Wal-Mart Store / GEMB	937.99
Walters State College	250.00
Washington Co. Hwy Dept.	180.00
Washington Farmers Co-op	2349.54
<u>VENDOR</u>	<u>AMOUNT</u>

Washington Farmers Co-op	21747.43
Waste Management	2210.42
Wells Fargo Equipment	3451.00
West Hills Ford Tractor	607.60
West Town Collision Center	1617.03
Wheeler & Seeley	6731.00
White's Auto Parts	1321.38
Wildflower Company	102.37
Williams Electric	3063.97
Winco	68.46
Wiseman's Inc.	700.00
Workman Publishing Co.	252.20
Xerox Government System	2099.00
Zusetek, LLC	99.90
TOTAL	\$513277.05

<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
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79264-76279 AP	104,864.73
76280-76281 AP	6,815.00
76282-76520 AP	302,806.57
76521-76540 AP	35,890.68
76541-76552 AP	11,359.66
76553-76593 AP	32,326.55
76594-76615 AP	14,464.55
76616-76620 AP	3,368.00
	\$511,895.74

52013-52014 AP	127.87
52015-52121 AP	183,521.88
52122-52138 AP	329,514.58
52139-52144 AP	1,874.98
52145-52150 AP	10,149.66
52151-Jerry Gillis	48.85
52152-52163 AP	3,390.38
	\$528,628.20

Sanitation

6360-Centurylink	2.22
6361-6397 AP	26,948.60
6398-6403 AP	2,245.45
6404-6405 AP	6,753.09
6406-6407 AP	212.41
	\$36,161.77

<u>VENDOR</u>	<u>AMOUNT</u>
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A-Z Office Resources, Inc.	478.30
Adam Johnson	670.00
Advance Auto Parts	58.00
AFLAC	2919.31
Aggregates USA, LLC	3008.11
AlSCO	57.90
American Eagle	144.00

Anderson Fire, LLC	382.59
Andes HVAC	800.00
Andy Oxy Company, Inc.	159.30
Appalachian Gypsum	760.52
Aramark Uniform Service	808.38
Arcadia Publishing, Inc.	151.63
Archer Brothers Garage	13.98
Archer Electric Service	2655.00
<u>VENDOR</u>	<u>AMOUNT</u>

Aries Industries, Inc.	472.25
Auto Zone #2087	295.81
Banc of America P&I	3073.83
Bank of Tennessee	2697.07
Barbara L. Bogart	180.00
Barnes Exterminating Co.	100.00
Ben Caldwell	135.00
Beverly Jenkins	75.00
Blick Art Materials	61.90
Blue Cross-Blue Shield	67538.04
Blue Ridge Voice & Data	1394.00
Branham Corporation	29.17
Brenntag Midsouth Inc.	6111.51
Bright & Associates	800.00
Business Health	3510.24
California Contractors	99.50
Central Paper & Supply	353.42
Centurylink	76.52
Centurylink	283.50
Chappell's Pest Control	45.00
Charles E. Allen, Jr.	1472.90
Cheaper Than Dirt!	461.31
Chemetrics, Inc.	67.49
Cintas Corporation #202	352.16
Citizens Security	4318.73
City of Johnson City	6840.00
Comcast Cable	326.68
Consolidated Pipe & Supply	245.43
Corey W. Tittle	305.00
Craig's Firearm Supply	638.02
Crazy Tommy's	288.00
Creekside Nursery	875.00
Custom Asphalt Services	280.00
D. Todd Wood	4590.00
Darrell W. Brinson	185.00
David Cook	170.00
David Crum	400.00
Dearborn National	505.15
Dennis Dwayne Brooks	700.00
Diteq Corporation	11.21
Diversified Safety	56.01
DLT Solutions, Inc.	745.82
Dry Clean City	32.25
Dustin Hinkle	155.00
East TN Rent-Alls	26.00
Emblem Enterprises	165.03
Employee Security	475.00
Erwin Utilities/Wtr Test	325.00
Fenco Supply of J.C.	167.75
Ferguson Enterprises #5	13577.88
First Tennessee Bank	2713.70

First Tennessee Bank	11732.57
First Tennessee Bank	3792.73
First TN Bank	8225.00
Fisher Auto Parts, Inc.	212.18
Fisher Scientific Co. LLC	45.28
Fleenor Security System	84.00
Fleet Prdie	200.00
Food City	489.68
Foster Signs	1016.80
<u>VENDOR</u>	<u>AMOUNT</u>
Free Service Tire Co.	24.00
G & C Supply Company, Inc.	8883.75
G & W Diesel	190.56
GCR Tires & Service	1006.24
Gouge Masonry	830.00
Grainger	324.67
Great Smoky Mtn. Assoc.	348.15
GRP	60.00
GRW Engineers, Inc.	20454.10
Gus & Anne Palas	567.00
Hampton Textile Printing	672.00
Harbor Freight Tools	599.97
Harold Cochran	500.00
Hayes Pipe & Supply	2149.81
HD Supply Waterworks, Ltd	3734.00
Heisse Johnson Hand Up	161.79
Henry Schein	150.41
Hicks Welding	500.00
Hodges Machine Co.	100.00
Idexx Distribution, Inc.	4266.41
International Code	125.00
International Storytelling	26.10
Jacob Anderson	810.00
Janette Gaines	173.50
Janpak, Inc.	400.26
Jessica Rae Evans	112.40
Johnson City Community	100.00
Jonesborough General	97.50
Jonesborough HRA	6900.00
Jonesborough/Washington	6077.50
JRT	1220.50
K & M Flooring, Inc.	265.49
Kansas State Bank	8962.25
Knoxville Downtown	450.01
Labtronix	1638.50
Lisa Christian	83.00
Lowe's	8106.82
Luminescence	1870.00
Mahoney's Sportsman's	1150.96
Mail Works, Inc.	161.47
Main Street Café	142.05
Marshall Sloan Hill	500.00
Medical Center Homecare	236.25
Melinda Copp	174.99
Mes-Carolinas	78.36
Microbac A/R	248.70
Midwest Radar	630.00
Moilabs	412.89
Napa Auto Parts	1492.68
Office Depot Credit Plan	59.56

Olde Towne Hardware	674.00
Olde Towne Small Engine	412.10
Orth Construction co.	2000.00
Otto Environmentall	4000.00
Pardue Photographics	520.00
Paul Shelton	360.00
PPG Architectural	314.99
Precision Ironworks	4515.00
Quality Trophy & Engraving	284.00
Quill	33.98
<u>VENDOR</u>	<u>AMOUNT</u>

Ready Mix USA	642.00
Regions Bank	155828.13
Reliance Standard (Vol)	350.96
Ricoh Productions Print	345.00
Ricoh USA, Inc.	4265.20
Robert Lee Harrison	180.00
Ryan Nesseth	138.91
S.B. White Company	395.00
Saratoga	486.65
Serv-Ware Products	109.02
Shamrock Industrial Fas	77.02
Shred-It	12.20
Sir Speedy	136.00
Snapp's Lawncare	1110.00
Southeast Tourism Society	470.00
Sprint	25.85
SSCI	1110.00
Stafford Custom Graphic	1287.58
Standard Forms	174.50
Stephanie Hensley	362.00
Steven Hall	50.00
Steven James Huhn	75.00
Stowers	121.17
Sue Everett Shanks	3055.00
Summers-Taylor, Inc.	2478.86
TBI-Fiscal Services	589.00
Tennessee B&E Division	75.00
Terminix Processing Center	31.00
The Dycho Company, Inc.	27.17
The History Press	89.56
Thomson Reuters – West	153.38
TML Risk Management Pool	1508.18
TN Dept. of Health F.S.	450.00
TN Dept. of Revenue	38.95
TN Dept. of Revenue	557.38
TN Dept. of Safety	627.00
Town of Jonesborough	432.99
Transit-Mix Concrete	655.00
Tree Street Media, LLC	115.00
Treveric Lee Rees	50.00
Tri-City Rubber & Gasket	32.40
Trimble Company	47.00
Tyler Osborne	1000.00
Tysinger, Hampton & Partners	615.00
United Parcel Service	179.26
United States Plastic Co.	63.12
United Way	364.00
USA Blue Book	913.36
Utility Service Co., Inc.	6075.31

Valley Equipment Co	20.00
Vulcan Materials	387.79
Wal-Mart Store / GEMB	1935.35
Washington Co. Hwy Dept.	9247.92
Washington Farmers Co-op	628.43
Washington Farmers Co-op	21171.55
Waste Management	2803.28
Wells Fargo Equipment	3451.00
White's Auto Parts	499.45
Williams Electric	2444.10
Winco	2280.37
<u>VENDOR</u>	<u>AMOUNT</u>
Wiseman's Inc.	700.00
Your TN Flag	<u>149.94</u>
TOTAL	\$504857.13

3. Approve the following Town Administrator Report:

Wastewater Improvements

The entire Wastewater Phase I and Phase II projects are operational at this point. The determination of substantial completion has been given, and there are just a couple of punch list items. The success of the project continues to be excellent.

We are waiting on an easement to be able to complete the sewer line construction from Ashley Meadows along SR-81 North to the Meadows Subdivision. Once we get the easement, the Wastewater Crew can construct the remaining portion of the line in about two weeks.

David Crockett Package Plant. GRW Engineers is working on a Preliminary Engineering Report needed to apply for CDBG funding to build a pump station and construct a sewer force main to Jonesborough's WWTP that can serve David Crockett High School. The school facility has a sewer package plant on their site that is very old and discharges into Little Limestone Creek. The application for CDBG funds will be submitted by Washington County. Staff is working with County Mayor Dan Eldridge and Washington County Schools Director Ron Dykes on the Block Grant application. GRW will have the Preliminary Engineering Report completed by mid-December, and the application has to be submitted towards the end of February. We have acknowledged that the Jonesborough BMA will ultimately make the decision on whether the Jonesborough Wastewater Plant accepts the wastewater flow for Crockett HS if the CDBG project is funded.

Water

We have a tank maintenance contract that includes cleaning and painting our reservoirs on a regular basis. We pay a set amount to Utility Services each year and they maintain the reservoirs. You may remember they painted Woodlawn reservoir a couple of years ago when our intake pump went down, and we struggled through the summer on one pump. We did not have the 2 million gallons to help us through, and it was out of service for a month. Woodlawn reservoir recently was emptied and cleaned by Utility Services in October without any problems.

Water Loss – We are working on the Water Loss Project. GRW Engineers has put together engineering costs for a CDBG project the Town will submit to the State to help fund improvements to our water system that will help us reduce water loss. We will be looking at metering, pressure reducing valves, telemetry of Master Meters, and galvanized and cast iron line replacement as part of the project. We are currently looking at implementation steps with Zone 3.

Transportation

Five Points – Still no problems.

Persimmon Ridge Rd & Shell Road – The project is underway. Wastewater is relaying a sewer line along Shell Road and Persimmon Ridge Road that will eliminate a pump station near the apartment complex. The Street Department is putting the drainage tile near the intersection of Shell Road and Persimmon Ridge Road. There is a very deep drainage ditch there that with the tile can be largely filled which will allow us to keep most the dirt moved remaining on site. The contractor has equipment on site and has been working on tree removal.

Woodrow Ave – The speed table is in, we have not negotiated a reworking of the tile extension at 2nd Ave & Woodrow Ave to-date.

Jackson Blvd/SR-354 – The Traffic Advisory Committee met and reviewed a revised plan the project engineer Mattern & Craig developed that included a left turn lane from Boone Street onto N. Lincoln Ave. This turn lane option did not work. The TAC voted to recommend to TDOT that the left-turn lane not be constructed, but we appreciated it being considered. The TAC did like the concept of a narrow island on Boone Street just before N. Lincoln (south of Lincoln) that would allow for stop bars to possibly be placed with pavement lettering Do Not Block Intersection. Without BMA objection, I will be sending correspondence to TDOT the week of November 10th.

W. Jackson Medians – Letters went out to Family Dollar, Advance Auto and West Hills Tractor discussing a possible partnership on left-turn lanes associated with some center medians along W. Jackson Blvd. The Traffic Advisory Committee acknowledging the safety value of left-turn lanes over just a median cut, asked staff to send out correspondence in which the Town staff might provide labor and equipment, and individual businesses would pay for material costs associated with constructing left-turn lanes. If there was a positive response for one of the businesses, the TAC would recommend the proposed partnership. There was not response to any of the correspondence, and in the last meeting of the TAC, members asked staff to consider putting together a proposal policy regarding a partnership to construct left-turn lanes that might apply to any existing median cut along Jackson Blvd. The policy would be reviewed by the TAC and possibly recommended to the BMA for consideration.

Grants

LPRF Walkway/Playground Grant –Golden Oak Park was formally opened and the walkway complete. We put in some of the landscape material, but most of it will need to be planted in early spring. We are moving to close out the project.

Safe Routes to School – We are waiting for TDOT's review of the preliminary design plans.

T-21 Walkway Grant – We are finalizing the easements need to all right-of-way acquisition. Easements to be purchased are on the BMA agenda for November 10th.

Jackson Theatre

The asbestos abatement has been bid and there is a recommendation to approve the low bidder on the BMA agenda for November 10th. The Rural Development application is in Greeneville, and Louis Trivette says he hopes to send it to Nashville the week of November 10th. We have not received any final notification on our ARC renovation application.

Senior Center

The project is still slow moving, but the contractor indicates that he is working to complete the project by January 18th which will become the new completion date with all of the inclement weather days. Windows are in, and brick is being laid. The metal roofing is a big deal, and the contractor states the roofing material is supposed to be here Wednesday, November 12th, and the factory representative is supposed to be on site Thursday the 13th to get installation started correctly. They are working on the ground level plumbing, and much of the electrical is complete. With the approval of the Structural Engineer, they will begin installing sheet rock soon.

Farmers Market

The Boone Street Market is open, and the inmate crew is finished their work. The commercial hood and fire suppression system has been re-bid, and David Shell of Fire Extinguisher Co., Inc. was low bidder at \$8,950. This low bid has been approved by Rural Development, and the hood system will be paid for by RD at 100%. It will take two weeks to fabricate the hood, and after it is installed we will activate the commercial kitchen.

Downtown Streetscape Plan

We are still waiting on the wayfinding signage that has been ordered, and for the completion of the kiosks.

Model Railroad Museum

ETSU is supposed to be considering the possible relationship in a meeting this week.

Economic Development

I have been working with Washington County and the Economic Development Council on a possible EPA grant to develop environmental assessment plans on sites like Valley Equipment, and other possible development sites in Washington County.

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:

We were able to complete the Farmers Market project in time for the ribbon cutting. In addition to completing the building, we planted approximately 100 plants to complete the landscaping. The sidewalk was raised near the front of the building in order to make it even with the floor. Donor bricks were also added to the sidewalk. Raymond Yoakley is finishing the HVAC work and we are awaiting the range hood system to complete the project.

Parks and Recreation staff also completed the majority of the landscaping at Golden Oak Park. We planted approximately 29 trees, and 250 shrubs and perennials. We were not able to get all the plants to complete the landscaping and will have to complete this in the Spring. A fence and gate was also added to the front of the pavilion to prevent small children from running into the parking lot.

Work began this month on the Cloyd property and Shell Road. I hope to complete this project by the end of November if the weather cooperates. We

were delayed approximately 2 weeks due to rain. We are also going to be able to take a sewer pump station off line as a part of this project as well.

The state inmate crew is off the first two weeks of November due to the guard vacating. The material has been ordered to construct a storage facility on the Water Treatment plant site. This building will be 40' x 70' and will house equipment and a shop area. The inmate crew will begin this project upon their return.

I completed the review of the state markers for the Town and prepared a report for the Board. I also attended the Traffic Committee meeting for the month.

I assisted with Halloween Haunts and Happenings in handing out candy from the Public Safety Booth. The crowd was down this year due to the weather, but we still had a good time. It is always a wonderful opportunity to meet these children in uniform and help them understand that police officers are their friend.

Upon completion of the Cloyd property project, we will pave Shell Road. There may be some additional work to the ditch line beyond the scope of this project that will need to be completed. When we are able to pave Shell Road, we will pave Greenback Court and Meadowview Court.

Both these streets are on the 2013 approved paving list and are in poor condition. Both streets intersect with Shell Road. It makes perfect sense to pave these roads while we are on Shell Road. We are behind in our paving with the County. As you are aware, the county shut down their asphalt plant last year before they completed our paving list.

During the winter months, they replaced their asphalt plant with all new equipment. As with any project of this nature, there were numerous bugs that had to be worked out upon opening the plant and this again caused the county to be behind schedule. They were going to catch up our paving list in the early Spring, but due to opening problems with the asphalt plant, they quickly fell behind on paving county roads.

Street Director Wally Sparks has had conversations with the County Highway Department and they are telling him they are still way behind in their annual paving. With this in mind, it may be Spring before we are able to complete Jonesborough's paving list. If that is the case, we are prepared to put a binder coat of asphalt on the construction section of Shell Road and then allow the county to put the finish coat on in the Spring when they return to pave.

I am also requesting to add Heritage Place Drive, Heritage Place Court and Duel Lane to the list of paving. These streets did not make the current paving list, but they are in very poor condition.

As a note, we currently have a balance of \$184,244.47 in the capital outlay note for paving. We saved some money by paving Louise Lane ourselves. I am attaching the 2013 approved paving list as a refresher to the Board of Mayor and Alderman and to give you an update of where we are.

5. Approve the following Committee Reports: Jonesborough Community Chest, Jonesborough Planning Commission and Board of Zoning Appeals, and Keep Jonesborough Beautiful.
6. Approve the following Supervisor Report: Visitor Center Manager, Director of Tourism and Marketing, Water Distribution, Building Inspector, Environmental Services, 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 Jonesborough Repertory Theatre.

7. Approve the hiring of Corey Tittle as a Firefighter I on regular status at Grade 9, Step 2 (\$30,892), subject to all pre-employment conditions including WorkSteps and approve the hiring of Adam Johnson as a Firefighter I in an interim or temporary status filling in while Luke Story is out on medical leave, at Grade 9 Step 2 (\$30,892) without health insurance or retirement, subject to all pre-employment conditions including WorkSteps.
8. Approve the appointment of Joshua Heltzel as a Volunteer Pay-Per-Call Reserve Firefighter with the Jonesborough Fire Department subject to all pre-appointment conditions.
9. Approve the attached list of Town equipment as surplus equipment and authorize its sale through GovDeals.com

INSERT LIST

10. Approve the bid from Big Foot Enterprises to install a dump bed and paint the new dump vehicle for an amount not to exceed \$12,900 to be paid out of surplus equipment sales for the Police Department.

Approve the purchase through State Surplus of the 2009 Tahoe and Chevrolet Colorado for the Meter Department, with payment through Capital Outlay Note funds and Water-Sewer Fund budgeted funds.

Approve the purchase of a new truck through the State Bid for Water Distribution (Ben Grizzle) for \$24,960.20 to be paid from budgeted funds and from the existing Water/Sewer Fund balance, and approve the purchase of a Forestry Truck through State Surplus for use in Water Distribution, and its transfer to the Park and Recreation Department when Ben Grizzle's new truck is received.

11. Approve the low bid from Taff and Frye Co., for asbestos abatement removal in the Jackson Theatre for \$23,650 to be paid from project funds.
12. Approve a Resolution approving the low bid from Fire Extinguisher Co, Inc. for the purchase and installation of a commercial hood and fire suppression system for Boone Street Market for \$8,950 to be paid from a Rural Development USDA Rural Business Enterprise Grant.

INSERT

13. Approve the contract with Appalachian Environmental Resources to clean the water intake wet well and assist with the installation of a new wet well pump, for an amount not to exceed \$13,645 to be paid from budgeted water/sewer funds.

INSERT

14. Approve Change Orders 5, 6, 7, and 8 on the contract with Rainey Contracting LLC for the construction of the Jonesborough Senior Center as follows:

INSERT

15. Approve closing Main Street, Boone Street, part of Jackson Blvd, Washington Drive and other associated streets for the Jonesborough Christmas Parade to begin at 6:00 p.m. Saturday, December 13, 2014, with streets being closed as determined by the Police Department based on public safety consideration.

Approve the closing of Main Street between Fox Street and Second Avenue for the Christmas Tree Lighting Ceremony, Saturday, November 29, 2014, with the time of the street closing to be determined by Police Department based on public safety consideration.

The next item on the agenda was the Financial Report. Abbey Miller said 2014 property taxes are coming in well. Mayor Wolfe asked Ms. Miller about any analysis she had done concerning Water Park finances. Ms. Miller said she and Matt Townsend have been working on that. She said in response to Alderman Vest's inquiries about June expenses being so high compared to other months, June is higher because all June bills have to be paid or accrued in June due to the end of the fiscal year. She said Matt is working with Water Distribution on the water loss issues and a report will be available in the near future. Motion was made by Alderman G'Fellers, seconded by Alderman Countermine and duly passed to approve the Financial Report as presented.

The next item on the agenda was Communications from the Mayor. Mayor Wolfe asked the Board to add appointments to JAMSA and the Senior Center Advisory Committee to the agenda. Motion was made by Alderman Dickson, seconded by Alderman G'Fellers and duly passed to add the JAMSA and Senior Center Advisory Committee appointments to the agenda.

Mayor Wolfe recommended Derek Atkinson, Manager at Food City, to be re-appointed to JAMSA as the BMA representative. Motion was made by Alderman Countermine, seconded by Alderman Dickson and duly passed to appoint Derek Atkinson as the BMA representative on the JAMSA Board.

Mayor Wolfe recommended Zel Hester be appointed to the Senior Center Advisory Committee. Motion was made by Alderman G'Fellers, seconded by Alderman Countermine and duly passed to approve the appointment of Zel Hester as the BMA representative to the Jonesborough Senior Center Advisory Committee.

Mayor Wolfe read the following thank you note: Tom and I would like to thank you for listening so kindly to the ravings of a "mad" woman. White shirts mean so much. Seriously, thank you for caring and sending Mike and Ben so quickly. They were both concerned about what happened, helpful and knowledgeable. We are blessed to have Town employees like them. May God bless you, Tom and Joyce Pardue.

Mayor Wolfe read the following: "I want to thank the woman who worked late on Friday night October 10, 2014. She gave extra time and effort in such a friendly way to give me directions in driving somewhere I needed to go. Many thanks, Doug". The person being referenced was Billy Miller in Public Safety.

Mayor Wolfe read a thank you note from Wayne Anderson, TML Pool Member Service representative to Phil Fritts: "Thanks so much for the time and assistance you and Ms. Abbey Miller, Town Recorder, afforded me during my visit on October 7, 2014. The town's continued support and participation in the Pool is greatly appreciated. Your dedication to serve and support local governments is very encouraging and we appreciate your positive efforts.

It is evident that the city has assembled a great management team to aid in your ongoing safety and risk management endeavors and to set the tone for a positive safety culture throughout. The positive impact you all are making within your town in your efforts to maintain a safe environment for your employees and the community. Keep up the great work!

As discussed in detail, you continue to take every possible step to address your city wide losses/claims in a proactive manner in order to prevent recurrence and minimize the financial costs associated with such. The overall safety and risk management support and commitments from management and the council to administer applicable proactive measures to control workers compensation, liability, and property costs is very noteworthy.

You continue to be pleased with the efforts of the Pool staff as well as the continued support and services of the TML Pool. Again, I thank you and Abbey for your hospitality and insights as I thoroughly enjoyed spending time with you. Should you require any

TML member services assistance, please feel free to contact me. Looking forward to seeing you at the TN State PRIMA Conference.”

Mayor Wolfe read the following thank you from Tina Kromoff, Jonesborough Middle School PTA and parents to Chief Matt Hawkins: “Thank you both for visiting our school and sharing some great information with us. K-9 Gregor is an amazing dog and we are so proud that you both are a part of our community. I hope to set up another program and have more parents and kids there – what you do is so important. Thanks again”

Mayor Wolfe read the following note from John Browning: “I want to congratulate you and your town for the new Jonesborough web site. It is by far the best town web site I have seen and it works very effectively. It will allow residents to easily find information that in the past would have required a visit to Town Hall or a phone call. I also want to recommend that the Town acknowledge the ingenuity and hard work of Terry Alexander for creating this exceptional web site. She worked long and hard hours to create this web site and deserves recognition for her work.” Mayor Wolfe said the new website is really good. He said you can access Minutes, phone numbers, basic town functions, and it is very user friendly. Alderman Countermine thanked employees for getting the information together for this website.

Mayor Wolfe read the following thank you from Marion Light: “Mayor Wolfe, the Veterans Affairs Committee would like to offer our sincere appreciation for the following Town employees who worked diligently to assure the Veterans Musical Tribute was successful – hostesses: Amber Crumley, Robin Goodman, Anne Mason, set up crew: Raymond Yoakley, David Gillenwater, and Kenny Harris, and advertising: Alicia Phelps”.

Mayor Wolfe said the craft show last weekend was very successful. He said he talked to Amber Crumley and she said they had approximately 3,000 people in attendance.

Mayor Wolfe asked that we continue to pray for Kathy Crawford during the loss of her uncle, John Crawford, Luke Story, Kenneth Story, Terry Alexander’s brother, Kim McCrary’s mother, Kim McCrary and her husband in the loss of her father-in-law, and Kaylea Perkins in the loss of her grandmother.

The next item was recognition of Employee of the Month. Mayor Wolfe said this employee has dedicated a lot of time lately to the service of others. He then asked Natalie Hilton to come forward to be recognized as the Employee of the Month. He read the following:

I would like to submit Major Natalie Hilton of the Jonesborough Police Department as our November Employee of the Month. On October 18th, an event was hosted at Persimmon Ridge Park for our fellow town employee Luke Story, who was diagnosed with cancer earlier this year. With his medical bills sky-rocketing and the general wear and tear this disease has on the human body becoming a reality, Natalie set into motion an event that not only assisted Luke with his medical expenses, but allowed our entire area to come together and support one of its own. We had participants from all over the area come to the park and show their support and appreciation for a man who has performed a great service to our Town. This would not have been possible without Major Hilton. While the tasks of the event were delegated out, to incorporate the help from other area departments, Natalie was always right there ensuring the event went off without a hitch. While juggling her already hectic schedule and demanding position, she managed to bring together all the events for that day and maximize the amount earned from the benefit, as well as making sure everyone who participated had a good time. When I was hired 3 years ago, I was told that working for the Town of Jonesborough meant you were family. Without a doubt, Natalie embodies this through her words and actions and should be recognized for it. Matt Townsend”.

Natalie said the Town is a family and you have to always have the backs of others. Mayor Wolfe said there were a lot of motorcycles attending this event. Ms. Hilton said there were groups from New York Fire Department, Outer Banks Fire Department, and all over Tennessee.

Natalie Hilton informed those in attendance that Shop with Cop is on December 18th. She said last year 76 kids were taken shopping and the program gets bigger each year. She added there will be a fundraiser on November 18th from 5:30 – 9:00 at Pizza Plus with all tips and a portion of the proceeds going to Shop With a Cop. Mayor Wolfe thanked Natalie for her dedication and service to the Town, the community and her fellow employees.

Mayor Wolfe said there is an item in the Town Administrator report on the David Crockett High School package sewer plant. He said the school needs to replace the sewer plant that was built in 1972. He said the Town is working with the School Board and the County Commission to determine a more cost effective solution than having a plant at the school. He said the County is applying for a grant and the Town crew will provide the labor to bring a sewer line from the school to the Town's sewer plant. He said we want to help the County solve this problem. He said we value the relationship that we have with the County Commissioners and the County School Board.

The next item on the agenda was Aldermen Communications. Alderman G'Fellers said this is his last meeting as a Jonesborough Alderman. He said he appreciated Mr. Sell being at this meeting. Alderman G'Fellers said he was elected in 1992 and that he is very proud of the Town – the look of the Town, infrastructure, positive atmosphere, quality of employees. He said he remembers years ago when there would be an election, that right before the election people would attend a BMA meeting and then after the election, no one came to the meetings. He said it was good to see citizens now attending these meetings. He added that the BMA could never accomplish all it does without the volunteers. He said it has been his pleasure to finish out Mary Gearhart's term and he wished her well. Mayor Wolfe thanked Alderman G'Fellers for his years of leadership and service to the Town.

Bob Browning said the election is should to be certified on November 20th which would make the Charter Meeting the following Monday on November 24th. Mayor Wolfe said we would need to check with Chancellor Rambo's schedule. Mr. Browning said the Town Charter sets the Monday after the election is certified for the meeting.

The next item on the agenda was Attorney Comments. Attorney Wheeler said he needed to address the Washington County School Board lawsuit. He said he needs to go into Executive Session with the Board at the end of the meeting. He said there has been no response to the Town's settlement offer made on September 12th despite the letter and email asking for information and asking that the Mayor and Town Administrator be put on the agenda for a School Board meeting. He said he was made aware last Thursday that the School Board was meeting and the attorney representing the School Board in the lawsuit was going to be there. He said he went to the meeting and let the Chairman of the School Board and their attorney know that Mayor Wolfe had asked him to speak at the meeting. He said he was told that if the Board was going to take action, they would allow him to speak but otherwise they would ask him to come back next month. He said the School Board went into Executive Session, and when they returned to the meeting, the Chairman asked if any action was to be taken and there was none so he was not given a chance to speak. He said he has not heard from their attorney as to when or if they will respond to the Town. He said we are still waiting to hear back from them. Mayor Wolfe said he hopes that the School Board keeps in mind the relationship it has with the Town of Jonesborough. He said he is very concerned that the Board is going to be led by the attorney in a direction that is counterproductive to the relationship between the Town of Jonesborough and the Washington County School Board. Attorney Wheeler said his intention is to underscore our relationship and that the relationship is worth much more than the \$27,000 in dispute. Alderman Dickson said in an article a few days ago in the Johnson City Press the attorney for the school system said an opinion issued by the State Attorney General

prohibited the School Board from settling with the Town. Attorney Wheeler said he is familiar with the Attorney General's opinion and in his opinion the County can settle this. He said we are not talking about taxes owed. It is not a matter of settling what is owed – it is a matter of settling whether a portion of it is owed or not. He said it is clear any coding for mixed drink tax before the Town adopted liquor by the drink is a mistake. He said he is really disappointed that the School Board attorney will talk to the press but will not call him. Mayor Wolfe said obviously the School Board can build a new sewer plant at the high school but what would the cost difference be between them building their own system vs. building the force main to the Town's sewer system. Mr. Browning said he cannot answer the cost difference question specifically but he can say that the engineer said that the cost of building a plant is cost prohibitive.

Citizens Comments was the next item on the agenda. Nancy Kavanaugh, 111 E. College Street, addressed the Board and said she was shocked and appalled at the "Warrior's Song" presented at the Veterans Service. She said she felt it was way out of line. She said you can go to You Tube and put in "Warriors' Song" and listen to it. She said she felt this song was not appropriate for men and women being honored for serving our country. She said the video that accompanied the song was horrific. She said if a soldier was going into combat, this would be a great video but not for a Veterans Day Service.

Ruth Verhegge, 601 W. Main Street, addressed the Board as Chairman of the Flag Committee and said the Flag Committee retired over 1,000 flags at the recent Flag Retirement Ceremony and that the Daniel Boone High School did a wonderful job. She said as a citizen she wanted to bring to the attention of the Board the new Jonesborough Monopoly game. She also commended the Board for working with Lowes to come to Jonesborough. She said that recently she had to have a new roof and paid for the materials at Lowes on Monday and the contractor was scheduled to be at her home on Thursday; the delivery of the materials was suppose to be on Tuesday and she received only a portion of what she ordered. She said she went back to Lowes on Wednesday to see what had happened. Lowe's said they made an error in her order and they gave her a 15% discount and delivered her materials in time for the contractor on Thursday. Mr. Browning said as of December of last year the Lowes in Jonesborough was rated number one in customer service.

Carol Lyle, 302 W. Main Street, addressed the Board and announced a JAMSA Blood Drive at the Visitor Center on Tuesday.

The next item on the agenda was concerning the no parking – loading zone on North Cherokee Street to keep trucks from parking on the streets downtown. Motion was made by Alderman Dickson, seconded by Alderman G'Fellers, and duly passed to approve a no parking designation on N. Cherokee Street from Main Street to College Street, and approve a loading zone (only) in the pull-off area near the top of the hill above the Storytelling Center.

The next item on the agenda was the option to purchase land from the Rosenbaum's for a Town Garage Complex. Mayor Wolfe moved to the next item before addressing this one which was the agreement with Community Design Assistance Center of Virginia Tech University. He said these two items are tied together. He said we have a nice Senior Center being built on E. Main Street. He said the entire time that the Board has discussed the Senior Center there has been a discussion about the impact of the City Garage on the Senior Center and the surrounding neighborhood because the City Garage is overcrowded and could look better. He said it is hard for the Town to insist that someone maintain their property in a neat manner if we do not do the same. He said the city garage is a deterrent to the community there. He said the Rosenbaum property is flat and would be a good place for the garage. He said in conjunction with the Senior Center, he thought a Senior Park would be nice. He said he has taken a look at the work the Virginia Tech group has done and there are many different park designs that we could consider such as community gardens, pet park, young child playground park, and a Senior Serenity Park. He said Virginia Causey has the packet of information. He said Bob Browning's daughter, Lara Browning, works with

this group which is being disclosed up front. He said a grant will pay for this conceptual development and our in-kind contribution will be from surveying, topo and staff work. He said we are basically getting this group's work for free. It is an awesome opportunity to compliment the Senior Center with a park. Alderman Countermine said he agreed totally. Motion was made by Alderman Countermine, seconded by Alderman Dickson, and duly passed to proceed with a design project involving conceptual development plans for the proposed park area in the current location of the Town Garage and plans for a new city garage complex, approve the proposal from the Community Assistance Center of Virginia Tech University with the Resolution included.

INSERT

Mayor Wolfe said the option agreement for the Rosenbaum property was the next item on the agenda. Mayor Wolfe said we have to have somewhere to put the garage and the cost of \$8,750 per acre is a great price. He said this is what is left of the farm that the Town has purchased parts of before; the new sewer plant is on Rosenbaum property. He said we may be able to get a couple of soccer fields or ballfields there, too, which would be an expansion of Park and Recreation programs. Alderman Dickson said it is exciting to see things happening at that end of the town and was curious about whether there will be a tunnel under the bridge that would connect to Barkley Creek. Mr. Browning said when the sewer line easements were obtained, at least one half of the easements included walkway development easements. Motion was made by Alderman Countermine, seconded by Alderman Dickson and duly passed to approve the Option Agreement for the Rosenbaum Property and authorize the Mayor and Town Attorney to execute the Agreement and negotiate minor modifications that might be necessary to obtain a signed document.

INSERT

The next item on the agenda was the approval of a contract with Effective Management Decisions, LLC. Mayor Wolfe said Gary Lykins went to several conferences and at one of them he met Roger Thompson who he felt had something good to offer the Town operations at the garage. He said the recommendation should help us operate the garage more efficiently and save countless man hours. Gary Lykins said this would help with more effective management and operation. Motion was made by Alderman G'Fellers, seconded by Alderman Countermine, and duly passed to approve an agreement with Roger Thompson of Effective Management Decisions, LLC for analysis and a report on recommendations for ensuring a safe, environmentally compliant and efficient fleet maintenance operation with the planning for a new Town garage complex, with costs including travel, food, and lodging expenses estimated at \$1,185 to be paid between the Water/Sewer and General Fund engineering budgets.

INSERT

The next item on the agenda was the authorization for Walkway easement payments and a Resolution authorizing condemnation. Mayor Wolfe said there is a friendly condemnation before the Board tonight and said that Mr. Bacon has expressed that he would prefer that the Town procure his easement by condemnation. He said the payments will be made with the Rural Development loan that we are pursuing. Mayor Wolfe asked when these easements will actually be purchased. Mr. Browning said if they are approved at this meeting, we will proceed to obtain these this week. He said this is a trail from Barkley Creek to Mill Spring Park along Little Limestone Creek up to Main Street and back around the courthouse. Mr. Browning said there are four lien holders on the Bacon property and in order to do this in a timely manner, condemnation is the best way to do this and Mr. Bacon is in agreement with this. Mayor Wolfe said there is a deadline of the end of this month to have these easements completed. The first motion relates to the recommendation to purchase three easements. Attorney Wheeler said there should be separate motions for each of these two items. Motion was made by Alderman Countermine, seconded by Alderman G'Fellers and duly passed to approve the purchase of three easements needed for the TDOT Enhancement Grant Walkway Project for the following amounts based on dual appraisals: Viktor Silkowski

\$11,175, Steve Bacon \$2,432, and Norman Hankins \$19,827 and approve staff, including Rachel Conger, along with the Town Attorney, to obtain the easements for the amounts approved.

INSERT

The next item was the Condemnation Resolution for condemning property belonging to Steve Bacon for the walkway easement. Motion was made by Alderman G'Fellers, seconded by Alderman Dickson and duly passed to approve the Condemnation Resolution for Steve Bacon property for a walkway easement.

INSERT RESOLUTION

Operation Manager Craig Ford addressed the Board and stated that in his report he had included two recommendations on the State markers. He said he did not know what direction the Board wanted to go in relocating a couple of the markers. Mayor Wolfe said he would recommend that the decision be left up to Mr. Ford and Mr. Browning to make that determination. Mr. Browning said the recommendation has to also go to the State for approval. Motion was made by Alderman Dickson, seconded by Alderman G'Fellers and duly passed to add the recommendation concerning the location of State markers to the agenda. Motion was made by Alderman G'Fellers, seconded by Alderman Dickson and duly passed to approve the decision for the relocation of the State markers be made by Operation Manager Craig Ford and Town Administrator Bob Browning and to be sent to the State for approval.

The Board of Mayor and Aldermen went into Executive Session with Town Attorney Jim Wheeler.

There being no further business the meeting was adjourned.

ABBEY MILLER, RECORDER

KELLY WOLFE, MAYOR