

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

November 11, 2019

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Monday, November 11, 2019, at 7:00 p.m. at Town Hall, 123 Boone Street, Jonesborough, TN.

The first item on the Public Hearing agenda was an Ordinance rezoning property across from the entrance to the Jonesborough schools on US-11E (East Jackson Blvd) from B-1 (Neighborhood Business) to B-3 (Arterial Business). There were no comments.

The next item on the Public Hearing agenda was an Ordinance annexing 32.6 acres off Vines Drive owned by Wolfe Development. There were no comments.

The Public Hearing was closed.

ABBEY MILLER, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

November 11, 2019

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, November 11, 2019, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

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

Upon call of the roll those present were: Mayor Chuck Vest, Alderman Stephen Callahan, Alderman Virginia Causey, Alderman Terry Countermine, and Alderman Adam Dickson. Also present were: Town Administrator Bob Browning, Town Recorder Abbey Miller, 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. Alderman Causey requested that Consent Item 7-e regarding to the Water Quality Specialist position be pulled for discussion. Mayor Vest said that the amended recommendation for the Water Distribution Cross-Connection Specialist position needs to be added to the Consent Agenda and called for a motion. Alderman Causey made the motion to add the Water Distribution Cross-Connection Specialist position to the Consent Agenda, seconded by Alderman Callahan and duly passed. Alderman Callahan made the motion, seconded by Alderman Countermine, and duly passed to approve the following items on the Consent Agenda:

1. Approve the minutes for the August 29, 2019, Called BMA meeting.
2. Approve the following bills for payment:

<u>VENDOR</u>	<u>AMOUNT</u>
RESOURCES	1721.02
ACE EQUIPMENT REPAIR 7	1523.70
ADVANCE AUTO PARTS	83.88
ALFAC	3384.62
ALL HOURS TOWING	110.00
ALLEN WEEMS	282.85
ALSCO	77.96
AMERICAN GENERAL LIFE	106.52
AMERICAN LIGHTING	254.95
ANDY OXY COMPANY, INC.	59.68
APPLIED MAINTENANCE	208.71
ARCHER BROTHERS GARAGE	238.23
ARCHER ELECTRIC SERVICE	2000.00
AUGUST HOUSE, INC.	451.42
AULICK CHEMICAL SOLUTION	28571.80
AUTO ZONE #2087	60.80
BANK OF TENNESSEE	8982.12
BARBARA L BOGART	288.00
BATTERIES PLUS – 551 LLC	79.86
BHMA OCCUPATIONAL MEDIC	60.00
BLUE CROSS-BLUE SHIELD	89691.77
BLUE TARP FINANCIAL, IN	50.30
BLUE WATER INDUSTRIES	4735.80
BOBCAT	821.45
BRANHAM CORPORATION	1008.45
BRETT SEAN MCCLUSKEY	50.00
BRIGHT & ASSOCIATES	800.00

BRIGHT RIDGE	22749.11
<u>VENDOR</u>	<u>AMOUNT</u>
BRIGHTRIDGE	119.59
BUSINESS HEALTH	2670.00
CAROL BURLEY	43.33
CELEBRATE	75.00
CENTRALIZED CHILD SUPPORT	646.77
CENTURYLINK	917.81
CHAPPELL'S PEST CONTROL	50.00
CINTAS CORPORATION #202	1271.76
CINTAS FIRST AIR & SAFE	208.08
COAST TO COAST COMPUTER	845.97
COMPANION LIFE INSURANCE	1019.42
CONSOLIDATED PIPE & SUPPLY	72745.17
CORE AND MAIN	4164.07
CORECHEM	7450.87
CRAZY TOMMY'S	416.00
D. TODD WOOD	6225.00
DAVID THOMPSON PRODUCE	120.00
DENNIS DWAYNE BROOKS	700.00
DOORWAY SERVICES &	162.50
EAST TN CHEMICALS	347.00
ECONOMY PRINTING, INC.	190.95
ECOSAFE LANDFILL YA	6748.83
EDWARD WOLFF	50.00
ELEAS SIGN INC.	1803.00
ERWIN UTILITIES/ELECTRIC	85.08
FAIRWAY MANUFACTURING	70.37
FERGUSON ENTERPRISES #5	15318.87
FIRE EXTINGUISHER CO	145.80
FIRST TENNESSEE BANK	3792.73
FLEENOR SECURITY SYSTEM	1170.74
FOSTER SIGNS	760.00
FREE SERVICE TIRE CO.	2808.54
FSC	542.50
FUELMAN	3938.32
G & C SUPPLY COMPANY, IN	15330.90
GALL'S LLC	547.20
GOUGE MASONRY	1412.00
GOVDEALS, INC.	1200.35
GRAINGER	77.70
GRAY GLASS	122.85
HARBOR FREIGHT TOOLS	214.08
HAYES PIPE AND SUPPLY	44534.81
HEISSE JOHNSON HAND UP	155.72

HENRY SCHEIN, INC. <u>VENDOR</u>	183.94 <u>AMOUNT</u>
HIGHWATER CLAYS	95.00
HOUSE & HOME BUILT-INS	180.00
HUTTON ADVERTISING	1857.00
INGLES #4205	117.68
INTERNATIONAL STORYTELLING	203.55
INTERSTATE GRAPHICS, IN	1129.03
JAMES RIVER EQUIPMENT	1327.60
JANI-KING TRI-CITIES	3250.00
JARED L CHRISTIAN	50.00
JD METALS	1962.34
JESSICA PARKS	90.44
JIMMY NEIL SMITH	1200.00
JOHNSON CITY FORD	2001.65
JONESBOROUGH HRA	3765.00
JONESBOROUGH POSTMASTER	4500.00
JONESBOROUGH SENIOR CENTER	697.28
JONESBOROUGH/WASHINGTON	6202.53
JRT	268.95
JULES CORRIERE	15.41
KAREN SUE HITCHOCK	225.50
KIMBALL MIDWEST	1513.18
LABTRONIX	1574.55
LANDMARK INTERNATIONAL	14.01
LIBERTY NATIONAL	2811.28
LORA DARLENE HATLEY	132.00
LOWE'S	3651.56
MAHONEY'S SPORTSMAN'S	2430.97
MAIN STREET CAFÉ	90.00
MARK D EDMONDS	175.00
MATTHEW BENDER & CO.	92.87
MCCOY LAND SURVEYING	600.00
MEADE EQUIPMENT	205.00
MICROBAC LABORATORIES	41.00
MIKE HAGIE	1317.50
MUNICIPAL EMERGENCY	709.79
NAFECO, INC.	604.78
NATIONAL MAIN ST CENTER	375.00
NATIONAL METER &	7318.96
NATIONWIDE RETIREMENT	1885.00
NATURAL PET SUPPLY	82.43
NECESSARY OIL CO.	458.00
NEWS AND NEIGHBOR	197.00
NOLICHUCKY PRODUCE	1192.50

O'REILLY AUTOMOTIVE INC. <u>VENDOR</u>	18.99 <u>AMOUNT</u>
OFFICE DEPOT BUSINESS	22.99
OFFICE MAX #233	365.86
OLD SCHOOL AUTO PARTS, I	5314.43
OLDE TOWN HARDWARE	540.14
OLDE TOWN SMALL ENGINE	199.85
ORIENTAL TRADING CO, INC	77.85
OSBORNE ELECTRIC INC.	235.21
PACE ANAYTICAL NATIONAL	201.00
PARDUE PHOTOGRAPHICS	520.00
PARISH NURSING	1345.00
PAULINE B FRANCIS	84.90
PAVE-WELL PAVING CO.	15485.50
PHYLLIS ANNE FABOZZI	150.00
PORTER'S TIRE STORES	5869.84
PUBLIC ENTITY PARTNERS	1407.30
QUALITY TROPHY & ENGRAVING	22.00
RED WING SHOE STORE	200.00
REEVES ALIGHMENT & AUTO	142.70
REINHART FOODSERVICE LL	2238.91
RELIANCE STANDARD (VOL)	475.60
RICOH USA, INC.	5418.39
SANDRA SAULTS	95.00
SARATOGA	7466.64
SCHAEFFER'S MFG CO	1949.90
SHELBY N KING	117.50
SHRED IT	51.20
SITEONE LANDSCAPE SUPPLY	931.70
SMART SOURCE OF GA, LLC	2286.36
SPECIALIZED OPERATIONS	1209.00
STAFFORD CUSTOM GRAPHIC	1130.00
STOWERS	3161.28
SUMMERS TAYLOR INC	1162.31
TARGET SOULTIONS LEARNING	1463.00
TAYLOR'S AUTO BODY REPA	3116.28
TBI-FISCAL SERVICES	174.00
TENNESSEE GUARDTRAIL, IN	10622.50
TENNESSEE LOGOS, INC.	1294.15
TENNESSEE ONE CALL	94.00
THE NAKED BEE	638.00
THE STOCK POT	83.63
THOMPSON REUTERS – WEST	179.46
TN DEPT OF REVENUE	81.70
TN DEPT OF REVENUE	1158.85

TN DEPT OF SAFETY	950.00
<u>VENDOR</u>	<u>AMOUNT</u>
TNVA ENERGY SOLUTIONS	30.00
TONYA S VANHOOK	440.00
TOWN OF JONESBOROUGH	1045.50
TOWN OF JONESBOROUGH	7950.00
TOWN OF JONESBOROUGH	2327.10
TRANSUNION RISK &	50.00
TRI-CITY BEVERAGE CORP	228.00
TRIMBLE COMPANY	130.00
TRUBLU TACTICAL	145.97
TRUCKPRO LLC	493.39
TUSCULUM UNIVERISTY	120.00
UNITED PARCEL SERVICE	48.24
UNITED WAY	618.50
USA BLUE BOOK	2175.62
UTILITY SERVICE CO, INC.	6743.60
VALLEY EQUIPMENT CO	149.00
VERIZON CONNECT NWF, IN	1346.55
VERIZON WIRELESS	2456.50
VOLUNTEER FLAG & SAFETY	184.94
WASHINGTON FARMERS CO-OP	1327.39
WASTE MANAGEMENT	4187.21
WAYPOINT ANALYTICAL	220.00
WHITE'S AUTO PARTS	672.28
WILLIAMS ELECTRIC	530.73
WISEMAN'S INC	1692.34
WORLDWIDE EQUIPMENT INC	143.26
	553,377.53

<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
94058-94216 AP	172,679.97		
94217-94247 AP	17,305.15		
94248-95253 AP	35,272.95		
94254-94266 AP	16,747.86		
94267-94283 AP	108,369.09		
94284-94295 AP	86,890.05		
94296-94314 AP	10,081.40		
94315-94352 AP	13,299.03		
94353-94356 AP	305.70		
	460,951.20		
59884-59970 AP		180,011.18	
59971-59978 AP		7,237.69	

<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
59979-59983 AP		21,226.60	
59984-59986 AP		38,160.57	
59987-59989 AP		580.86	
59990-59991 AP		1013.45	
59992-59995 AP		3,694.37	
59996-60003 AP		2727.67	
		254,652.39	
8492-8514 AP			17,498.93
8515-8518 AP			376.10
8519-8520 AP			3,759.87
8521 AP			47.49
8522 AP			46.00
8523-8524 AP			380.85
			22,109.24

3. Approve the following Town Administrator Report:

November 2019

Wastewater

The Wastewater crew has been working on the sewer line improvements needed on the Boones Creek Rd. across from the Farm Bureau. The crew has also re-worked any sewer lines necessary to cut down the hill on N. Cherokee Street above the Justice Center in order to create better sight distance and improve traffic safety. When staff has had a chance, they have worked to complete the Wastewater Building recently constructed.

Industrial Park – We have been working on the planning for utility expansion at the Industrial Park. Cobern Rasnick is working on cost estimates for materials, and has been meeting with other utilities in the planning process. We are shooting to submit an EDA (Economic Development Administration – Federal Agency in Atlanta) application by January to fund materials for both water and sewer expansion related to the new industry EBM-Pabst. We have discussed Town crews installing the water and sewer lines to help provide the required matching funds, but the County would have to provide any cash match.

Sewer Planning – I asked Cobern Rasnick to get with Todd Wood to detail out the construction of a new gravity sewer line from Thompson Meadow Lane down to the A-Station off College Street. Although we are not necessarily in a hurry, when we have the chance we need to construct a new line down the drainage way through North Jonesborough Subdivision. That will be necessary to serve the new school facilities and athletic facilities. We will need a new easement

between N. Cherokee Street and North. Jonesborough Subdivision, and we need to start working on that now.

We are also looking at a possible CDBG application for funding to reduce infiltration/inflow into the Town's sewer system. While we have been working to reduce I&I and have made some progress, we still get a tremendous amount of ground water and stormwater flow into our system with major storm events. Block Grant funding has changed somewhat so there is more emphasis on reducing I&I using grant dollars. We really need to undertake a Sewer System Evaluation Survey (SSES) which locates the major sources of non-sewer flows into the collection system. We are looking at the cost of contracting that work, and seeing if we could put together a fundable grant application. I&I is our major issue now in our sewer system.

Water

In Water Treatment we are slowly working on a plan to expand the treatment facility. We are operating at about 80% of our treatment capacity, and we have to be prepared to expand our treatment capability. I have mentioned in the past that along with the increased ability to treat water at the filter plant, we have to be able to increase flow at the intake and to move water out of the plant towards Jonesborough. The intake was designed to get 8 million gallons per day out of the Nolichucky. Our treatment plant capacity is 4.2 million gallons per day, so we could double the capacity of the plant based on our intake. The plant was built in 1979, forty years ago, so going to an 8 million gallons capacity daily should put us in good shape for a long time.

Our problem is moving water from the treatment facility towards Town. We are currently looking at the possibility of re-activating the Mt. Zion Pump Station off SR-81 South and constructing a new line up SR-81 that would connect into the 24" transmission line in Jonesborough. We are also looking at a small reservoir on the northside of US-11E that would provide needed pressure in a major growth area between our town limits and Hairetown Road.

By-Products Reduction – One of the improvements we need to make in our by-product's reduction process is reducing by-product formation in the 3 million gallon Persimmon Ridge Reservoir. We have run some tests on the water tank, and know we are getting some build up. One solution is to put in a mixing unit and venting system at Persimmon Ridge like we did at our 2 million-gallon Woodlawn tank. The problem is we have to have electricity at the Persimmon Ridge tank and there is none currently. Craig Ford has permission from the adjoining property owner for an electrical line to be run from the cell tower area on adjoining property near our tank, but an easement needs to be developed. BrightRidge has boiler plate easement documents and is supposed to be preparing the paperwork necessary for them to get service over to the reservoir. (Note: If we can get power to the Persimmon Ridge tank, we can bring it down to

the training building we have near our firing range.) Once we get power to the tank, we can price out the installation of the by-products reduction system we want to install.

Water Distribution has completed a number of extensions. Staff is currently working with GRW on the planning of water service for the new industry at the Industrial park, and we are looking at an EDA grant application to go in the first of the year. Distribution is trying to get caught up so they can continue with cast iron line replacement. We have the materials; we just have to get to it.

Transportation

Smith Lane – The connector between Smith Lane and N. Cherokee Street is in place and essentially complete. Water and sewer lines are in place, which was necessary to serve the Ivy Trace Subdivision that is going in at the top of the ridge off N. Cherokee Street. The Street Department worked this week on cutting down N. Cherokee St. as much as possible to improve sight distance and traffic safety. That has gone well, and they are working to repave the area in which they have been working by the end of the week.

New Hope Road – We are waiting until we can invest time in improving the way in which traffic on New Hope can get into the east bound lanes of US-11E. That improvement will be in Washington County outside of our Town limits.

2nd Ave Turn Lane & Jackson Blvd Re-paving – That work is complete, and Summers Taylor did a very good job.

Shell Road – Another project on the list that we cannot get to soon.

Grants

LPRF Grant – We have been moving along on the Community Park project. We will get a grant extension until August, 2020, but we are trying to get all of the site work completed before it turns too cold. Most of the old garage has been removed. There is a little left, and we will not be surprised if the person buying the building leaves us with some of the remains. He is not supposed to, but there is not much we can do about it if he does; but there is not much left. Plant material has been bid, and there is a bid recommendation on the November Board agenda. We are also working on a work task sequencing plan with projected dates that should help address priorities and timing with the park development.

CDBG Façade Grant – We are close to the point we can start working on the front of the Jackson Theatre. We have the marquee work under contract, but Snyder Signs will not start building it until we are within 30 days or so to their

being able to install. We have to undertake work in the front of the building (doors, box office, windows) before the Marquee can be installed.

Jackson Theatre – We are having a difficult time getting a construction easement from Shane Adams. I have worked to accommodate him, but his response time to changes he has asked for has become a major roadblock. Work on the addition is not possible until he signs the construction easement, and GRC has been ready to go. We also have a sprinkler system agreement with East Tennessee Sprinkler, and we are close to having the sprinkler system installed in the Stage Door building. The installation would not become active until the Jackson Theatre sprinkler system is installed. East Tennessee Sprinkler has to wait until all the structural support is complete and the new floors put in the Jackson building to develop the shop drawings that have to be approved by the architect and State Fire Marshall. So, they are on hold. We cannot make any connections between the buildings until the sprinkler system is active. That is not really a problem at this point.

We have the Carter County Work Crew back under a new guard, and Craig Ford intends to have them back in the Stage Door Building next week. We will be trying to move along with some additional improvements to the JRT building in between the USO Christmas Show the first show of 2020. Our goal is to get those two buildings completed asap with the Carter County Crew.

Maintenance Buildings Project

Wastewater is working on their finishes when they can, but both new buildings are operational and functional. Great facilities!

Dog Park

The Dog Park area has been “grubbed out” of invasives and under growth. We will be selecting any existing scrub trees for removal and grading the fence line so we can bid out the dog park fencing.

School Project

Another month with a large amount of time spent on working with Washington County to develop mutually acceptable agreements and lease documents.

Community 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:

I apologize for the abbreviated report this month, but as you are aware, I will be out of town from November 03, through November 08 for a law enforcement conference. I have worked very closely this week with the new Prison Guard and I have been meeting with Department Heads in the afternoon to discuss work expectations during my absence.

With respect to the Inmate Crew, I have had them a total of five days this month. I have worked with two separate guards. The second guard is more than likely the one that will be taking Officer Davis' place.

We worked on putting the roof on the shed at the Wastewater Treatment facility. We lack approximately two days being completed with that project. On the rainy days, I had the crew working in the Stage Door. We are near completion on the installation of interior walls on the second floor.

GRC Construction was able to get the roof installed on the old section of the Jackson Theater. The next phase of their project will be to begin construction of the basement. I have met with Cobern and a couple of individuals from Ken Ross Architects to make sure we have all sewer lines and casing in place when GRC pours the basement.

One major hurdle this month was getting the fuel tanks moved from the old garage site to the new site. The individual who purchased the old garage is finally making progress in removing it from the current site.

I have met with Todd and Malcolm on several occasions to make sure we are ready to complete the road work on North Cherokee. That project is scheduled to begin on November 04 and should take no more than a week.

The Street Department has made good progress on hauling dirt to the old garage site for the new park.

We were also able to get the curbing and guard rail installed on the Smith Lane extension.

The Wastewater construction also started the sewer line extension on the New Boones Creek Road for Newman's Heating and Air.

5. Approve the following Committee Reports: Jonesborough Board of Zoning Appeals, Jonesborough Planning Commission, McKinney Center Advisory Committee, and McKinney Center Diversity and Inclusion Subcommittee.

6. Approve the following Supervisor Reports: Parks and Recreation, Visitor Center Manager, Building Inspector, Water Distribution, Solid Waste and Recycling,

Environmental Services/Wastewater, Water Treatment, Senior Center, McKinney Center, MBM Program Coordinator, Fleet Maintenance, Police Department, Recreation Capital Project Coordinator, Fire Department, Events Coordinator, Director of Tourism and Main Street, Street Department and Animal Control.

7. Accept the following employee resignations, with regrets:
Marsha Grindstaff, Part-time Dispatcher, effective October 26, 2019;
Jason Boone, Custodian/Maintenance Worker I, effective November 4, 2019.
8. Approve the revised position description for the Visitor Center and Facility Rentals Manager (instead of just the Visitor Center Manager), as presented.

INSERT REVISED POSITION DESCRIPTION

9. Approve the hiring of Chris Brummit as a Water Distribution Water Worker I at Grade 1, Step 1 (\$21,315), subject to all pre-employment conditions including WorkSteps.
10. Approve the promotion of James Jenkins to the position of Police Sergeant at Grade 12, Step 5 (\$41,031), and be placed on six months position probation. Chief Ron Street said that Mr. Jenkins is a 13-year Police veteran.
11. Approve the promotion of Chris Lawson to a new position of Water Distribution Cross-Connection Specialist at Grade 7, Step 1 (\$28,564), and with a new position description to come back to the BMA for approval at the December 9, 2019, meeting. Note: Mike McCracken, Water Distribution Superintendent, said that he had received notification today that Chris Lawson had passed his Cross-Connection Certification.
12. Approve the hiring of Jordan Hite as an Americorps "Volunteer" at the McKinney Center at Booker T. Washington School with the Clinch-Powell RC&D and with cost covered through budgeted funds.
13. Approve the Holiday Schedule for 2020, as presented:

January 1 – New Year's (Wednesday)
January 20 – Martin Luther King, Jr. Day (Monday)
February 17 – President's Day (Monday)
April 10 – Good Friday
May 22 – ½ day – Employee Picnic at Water Park (Friday)
May 25 – Memorial Day (Monday)
July 3 – Independence Day (Friday – Note: July 4 is on Saturday)
September 4 – ½ day – Employee United Way Day (Friday)
September 7 – Labor Day (Monday)
October 2– Storytelling Festival (Friday)
November 3 – City Election Day (Tuesday)

November 26 & 27 – Thanksgiving (Thursday & Friday)
December 18– Employee Christmas Party (Friday)
December 24 & 25 – Christmas Eve & Christmas Day (Thursday & Friday)
January 1, 2021 – New Year’s (Friday)

14. Approve the low bid purchase of a 6.4 Heavy Duty V-8 Hemi Dodge ¾-ton pick-up truck from Chrysler, Jeep, Dodge, Ram of Columbia, TN for a cost of \$30,434, for the Assistant Water Distribution Superintendent to be paid from Water/Sewer equipment reserve funds.
15. Approve the Resolution authorizing participation in the Public Entity Partner’s (PEP) James L. Richardson Driver Safety Matching Grant Program, resulting in a \$5,000 grant to be matched by budgeted funds.

INSERT RESOLUTION

16. Approve the low bid from Flower City Nursery for 268 trees to be planted in Town-owned open spaces in Jonesborough in the amount of \$13,005 to be paid from the Tn Dept. of Agriculture Tree Grant funds and budgeted Townscape funds.
17. Approve the low bid from Flower City Nursery for shrubs and trees totaling \$12,355 and from Site One Landscaping for mostly perennials and shrubs totaling \$11,251.70 needed for landscaping the Community Park off North Lincoln Ave, with costs being reimbursed through Local Park Recreation Fund (LPRF) Grant funds.
18. Approve the street closings, trash, and clean-up services associated with Christmas and Olde Jonesborough; along with Main Street closings, Saturday, November 30, 2019, for the Tree Lighting (Fox Street to 2nd Ave and associated side streets), and Saturday, December 14th, in the evening from Boone Street and N. Lincoln Ave to Washington Drive, including the eastbound lane of Jackson Blvd with the time of closure and re-opening to be determined by the Police Department based on vehicular and pedestrian safety.

The next item for discussion was the Water Quality Specialist position that was pulled from the Consent Agenda. Mayor Vest asked Alderman Causey if she would like to lead the discussion. Alderman Causey said it is just a point for clarification that the Water Quality Specialist position description requires a Cross-Connection certification and a Water Distribution 2 certification. Alderman Causey said she feels due to the fact that the applicant does not have those certifications, he should not get the extra step increase when he receives the certifications. She said she had talked to Craig Ford and that was her understanding of the job description requirements. Craig Ford said it is a job requirement that would be similar to a Public Safety Officer. He said if we hire a Public Safety Officer that has not been to the academy, they are hired at a Grade 10 Step 1 and upon graduation from the academy, they move to Step 2. Mr. Ford said if

we hire an officer who is already certified, then they start at a Step 2, but with that being said, if in that 6-month period that officer fails to satisfactorily complete the academy, he or she would basically be terminated. He said that is a POST Commission requirement that they be certified within six months of being hired. Mr. Ford said in comparison, this position does require those two certifications. Alderman Causey said it is being proposed that we start this applicant at a higher pay rate. Mr. Browning said he agrees with what Alderman Causey is saying, but the other side of it is when you have somebody that comes in with this applicant's background and years of experience, he trusted and agreed with the higher compensation recommendation of the staff of Grade 8 Step 8. He said he also felt like if the applicant did have the certifications with his background and experience, then he would have no problem recommending the applicant being at an even higher level in terms of compensation within that grade, so that was the basis for his recommendation. He said he felt like since the applicant wasn't required to have the certifications at his current place of employment and with 17 years of experience in the field, then a step increase in compensation would be appropriate when the certifications were obtained. Mr. Browning said it is the Board's decision of what they want to do, but that was the reason for his recommendation. Mayor Vest said he feels anytime the Town is looking to add personnel, sometimes when we are recruiting from the outside, we are sometimes faced with a decision like this. He said he feels if we get the opportunity to attract somebody from a city like Johnson City, we should probably take advantage of it. Mayor Vest said he does see that to get the additional increase, the applicant must be certified within 12 months in cross-connection and obtain a Water Distribution 2 certification within 24 months. He said he is comfortable with the recommendation, and asked the Aldermen if they had any comments or questions. Alderman Countermine asked who was on the Interview Committee. Mayor Vest replied Mike McCracken, Kevin Brobeck, Raymond Yoakley, and Cobern Rasnick. Alderman Countermine asked if Mr. Hick's was their recommendation. Mayor Vest said he was. He said they interviewed four people from outside and one internal candidate, and this was their decision. Abbey Miller asked for clarification that the applicant has to pass both certifications to get the one step increase. Bob Browning said that is correct. Alderman Causey made the motion to hire Floyd Hicks at Grade 8 Step 8 (\$36,887) and with no additional step increase when he gets his certifications because it is in the job description that he has to have them. Mayor Vest said he doesn't have an issue with that because we are talking about 12 to 24 months and he thinks that within that timeframe, there will probably be other opportunities for increases. Alderman Causey said that most likely there will be a step increase next July. Mayor Vest agreed and asked Mr. Browning if there would be any issues with that. Mr. Browning said it is up to the BMA. Alderman Countermine asked if Mr. Hicks would still take the job without the step increase in the clause. Kevin Brobeck said that Mr. Hicks is taking a pay cut to come to Jonesborough; his current salary is \$18.24 per hour, and he will be coming to work for the Town at \$17.73 per hour. Mr. Brobeck said if there is a step pay increase in July, that would put Mr. Hicks a few pennies more than what he is making now, so he believes it will all work. Craig Ford said typically he would have sat in on the interviews, but he was at a conference last week when they did those, but in discussions with Mr. Brobeck and Mike McCracken, they told him that the test for the certification is only offered in May and November. He

said if Mr. Hicks is hired now and he takes that test in May, the results will not be received until the latter part of June anyway. Mayor Vest said he liked the opportunity to hire somebody with Mr. Hick's amount of experience. He said with our Town growing as fast as it is, we need good people. He added that several people are getting promoted tonight, and he likes that. Mayor Vest said there is a motion on the floor by Alderman Causey and called for a second to the motion. Alderman Countermine seconded the motion, and it was duly passed.

The next item on the agenda was the approval of the Financial Report. Mayor Vest said the sales tax collections are still looking good, and asked the Aldermen if they had any comments. There being none, Alderman Dickson made the motion to approve the Financial Report as presented, seconded by Alderman Callahan and duly passed.

Communications from the Mayor was the next item on the agenda. Mayor Vest said he had received an invitation to the new Langston Center Celebration being held on Saturday, November 16th at 5:30 p.m. He said he is excited about Alderman Dickson's leadership role in that organization, and Johnson City is definitely blessed to have him.

Mayor Vest said Committee Appointments was the next item for discussion. Mayor Vest said the recommendation was to re-appoint Marc Kovac to the Historic Zoning Commission (HZC) for a 5-year term expiring November, 2024, and to appoint Anne Mason to the HZC for a 5-year term expiring November, 2024. He asked the Aldermen if they had any comments. There being none, Mayor Vest called for a motion. Alderman Countermine made the motion to approve the re-appointment of Marc Kovac and the appointment of Anne Mason to the Historic Zoning Commission with both terms expiring November, 2024. The motion was seconded by Alderman Causey and duly passed.

Mayor Vest said it was exciting to see the growth at the McKinney Center with student class participation growing from 60 students in the Fall of 2014 to 232 students in the Spring of 2019. Mayor Vest commented that Halloween Haunts and Happenings and the Haunted Half-Marathon were both great events. He said he appreciates JAMSA working with the Town in promoting the Christmas in Olde Jonesborough events and their commitment to contribute \$6,000 toward advertising. Mayor Vest said the Veterans Affairs Ceremony held at the Visitors Center on Sunday, November 10th, was a wonderful event. He said Marion Light does an excellent job on the two Veterans events he puts together annually.

Mayor Vest asked Christopher Lawson to come forward to accept the November, 2109, Employee of the Month Award. Mayor Wolfe read the following nomination letter:

I would like to recommend Christopher Lawson for the November employee of the month. Mr. Lawson has been working for the Water Distribution Department for three years, and is currently a GIS/Water Maintenance Technician within the Department. He is known to his fellow co-workers as an easy going individual. Chris is

dependable and a great representative for the Town. He has recently taken the Cross-Connection Certification (October 9 -11) and is currently waiting on his results. He is also working on obtaining his Water Distribution 2 Certification this year, and is currently learning to GPS our current water line, hydrants, etc. for mapping the water system. On many occasions he will volunteer for the men who are currently on call, if an issue should arise. Mr. Lawson's attendance record is excellent, and he takes pride in his work. Therefore, please consider Chris Lawson due to the direction that he has taken to improve his employment with the Town of Jonesborough. He is a great asset to the Water Distribution Department. Submitted by: Mike McCracken, Water Distribution Superintendent.

Mr. McCracken said he was notified this morning that Chris Lawson passed his Cross-Connection Certification test.

Alderman Communications was the next item on the agenda. Mayor Vest asked the Aldermen if they had any comments. There were none.

Town Attorney Comments was the next item on the agenda. Mayor Vest asked Attorney Wheeler if he had anything to report. Attorney Wheeler said just schools, schools and more schools, which is beginning to slow down a little bit, so we can get back to other projects. Mayor Vest said we should all thank Attorney Wheeler for the effort he put in for the school project, and we are very close; all that we need is a signature which is coming shortly, and we can get moving forward on this important project.

Mayor Vest asked if there were any citizens present who had comments at this time. Alderman Callahan said he had one thing to add really quickly and asked Alderman Countermine if he wanted to bring up anything concerning the Michael Walsh email about the road conditions in the Meadows. Alderman Countermine said all the Board members got the email, and we don't need to do anything about it tonight. Bob Browning said Malcolm Highsmith, Street Director, monitors that situation on a regular basis. He said the last time he talked to Malcolm he indicated that there were some minor issues that needed to be addressed, but that they were not necessarily caused by the construction activity. Mr. Browning said he would talk to Malcolm the next morning about it.

Mayor Vest asked if there were any citizens present who had comments at this time. There were none.

The first item under Old Business was second and final reading of an Ordinance rezoning property across from the entrance to the Jonesborough schools on US-11E (East Jackson Blvd) from B-1 (Neighborhood Business) to B-3 (Arterial Business). Mayor Vest said this was the location of the former Younce grocery store and asked the Aldermen if they had any comments. There being none, Mayor Vest called for a motion. Alderman Countermine made the motion to approve on second and final reading an Ordinance rezoning property across from the entrance to the Jonesborough schools on

US-11E (East Jackson Blvd) from B-1 (Neighborhood Business) to B-3 (Arterial Business). The motion was seconded by Alderman Dickson and duly passed.

INSERT ORDINANCE

The next item for discussion was second and final reading of an Ordinance annexing 32.6 acres of property off Vines Drive owned by Wolfe Development and approval of the Plan of Services. Mayor Vest asked the Aldermen if they had any comments. There being none, Alderman Callahan made the motion to approve on second and final reading an Ordinance annexing parcel 26.00, parcel 26.01, and 3.8 acres of Parcel 22.02, totaling 32.6 acres, on Washington County Tax Map 060, zoning said property Planned Residential Development (PRD) upon the request by Wolfe Development, and approving the Plan of Services as presented. The motion was seconded by Alderman Causey and duly passed.

INSERT ORDINANCE & PLAN OF SERVICES

The first item under New Business was approval of an agreement with Raymond James and Associates to provide application and financial services for the Jonesborough School Project based on the terms presented for a cost of .8% of the amount of the bond financed, subject to the signing of the Building Lease by the Town and Washington County and other necessary documents. Mayor Vest said Rick Dulaney of Raymond James and Associates has been of great assistance on the school project and he certainly knows what he is doing. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Dickson made the motion to approve the agreement with Raymond James and Associates for application and financial services related to the Jonesborough School Project as presented, seconded by Alderman Countermine and duly passed.

INSERT AGREEMENT

The next item for discussion concerned the hiring of Community Development Partners, LLC (CDP) to assist and undertake the Environmental Assessment of the Jonesborough School Project for a cost of \$5,000. Mayor Vest asked the Aldermen if they had any questions or comments. Alderman Dickson said he is grateful how hard the Town works on retaining the long-term working relationships with companies on our projects. Alderman Callahan made the motion to approve the hiring of Community Development Partners, LLC for a cost of \$5,000 to assist the Town in the Environmental Assessment for the Jonesborough School Project as presented, Alderman Causey seconded the motion, and it was duly passed.

INSERT AGREEMENT

The next item for discussion concerned the naming of a new neighborhood park in the Vines Farm Subdivision. Mayor Vest said this is a 2-acre neighborhood public park and Wolfe Development is requesting that it be named "Vines Farm Park"; the park

area has been surveyed and is on a final plat approved by the Planning Commission, and a quit-claim deed to the Town has been signed, reviewed by the Town Attorney and recorded with the Register of Deeds. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Countermine made the motion to approve "Vines Farm Park" as the name for the new neighborhood park in the Vines Farm Subdivision, seconded by Alderman Callahan and duly passed.

The next item for discussion concerned the acceptance and approval of a donation of land off Turnpike Court in Greens Hill Subdivision. Mayor Vest asked Bob Browning to update the BMA about this great donation. Bob Browning said Louisa Clemmer owns three lots off Turnpike Court in Greens Hill Subdivision. Mr. Browning said these three lots slope down to the Norfolk Southern Railroad right-of-way. He said Ms. Clemmer is interested in donating the three lots to the Town of Jonesborough at no cost provided that she can complete the transfer of ownership by December 31, 2019. Mr. Browning said two of the lots adjoin the railroad right-of-way, and there has been discussion in the past that the Town needs to obtain these lots for a walkway and sewer easement that would be needed to allow a walkway to be constructed from Fox Street to Stage Road and to Stage Road Park. He said Spring Street is not conducive to pedestrian traffic, and the long-range plan has always been to try to build a walkway along the southside of the railroad tracks. Mr. Browning said because the donation offer occurred November 8th and the time period for the transition is short, his recommendation is for the BMA to approve accepting the donation of the three lots, which according to Ms. Clemmer has a combined tax value of just over \$50,000, and to authorize the Town Attorney to work with Ms. Clemmer to complete the transfer of title before the end of December, 2019. Mr. Browning said Attorney Wheeler does not think the Town will need to agree on the value of the three parcels, but it would not hurt to include verbiage that the Town acknowledges the value of the tax appraisals on the properties and recognizes those appraisals as the minimum value of the three parcels; and it would probably help Ms. Clemmer if the acceptance of the donation by the Town was in the form of a resolution. Mayor Vest asked the Aldermen if they had comments or questions. There being none, Alderman Dickson made the motion to approve the Resolution accepting from Louisa Clemmer three donated parcels off Turnpike Court in Greens Hill Subdivision being parcels 18.00, 19.00, and 20.00 on Washington County tax map 060G (804, 806 and 805 Turnpike Court) at no cost, with the Town recognizing the minimum value of the three combined lots being the current tax appraisal value, and authorizing the Town Attorney to complete the transfer of ownership to the Town as soon as possible before December 31, 2019. The motion was seconded by Alderman Causey and duly passed.

INSERT RESOLUTION

There being no further business the meeting was duly adjourned.

ABBAY MILLER, RECORDER

CHUCK VEST, MAYOR