

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

NOVEMBER 13, 2023

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, November 13, 2023, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

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

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

The next item was the Consent Agenda. Mayor Vest asked if there were any items that the Aldermen wished to have pulled from the Consent Agenda. There were none. Alderman Countermine made the motion, seconded by Alderman Wolfe, and duly passed to approve the following items on the Consent Agenda:

1. Approve the minutes for the following BMA meetings: September 26, 2023 Called Meeting and October 16, 2023 Regular Meeting.

2. Approve the following bills for payment:

Insert Payment

3. Approve the following Town Administrator Report:

Insert Report

4. Approve the following Operations Manager Report:

Insert Report

5. Approve the following Committee Reports: Tree and Townscape Board, Parks and Recreation Advisory Committee, Senior Citizens Advisory Committee, and Historic Zoning Commission.
6. Approve the following Supervisor Reports: McKinney Center, Fire Department, Police Department, Building Inspector, Utility Manager, Water Quality, Water Distribution, Wastewater, Water Treatment, Street Department, Animal Control, Senior Center, Solid Waste and Recycling.

7. Acknowledgement of the Report on Debt Obligation for the General Obligation Bond, Series 2023, in the amount of \$2,832,100.00.

INSERT REPORT

8. Acknowledge of the Report on Debt Obligation for the General Obligation Bond, Series 2023A, in the amount of \$23,750,000.00.

INSERT REPORT

9. Acknowledge of the Report on Debt Obligation for the General Obligation Bond, Series 2023B, in the amount of \$10,000,000.00.

INSERT REPORT

10. Declaration of the following Town equipment as surplus to be either sold or destroyed as follows:

Insert List

Mayor Vest addressed the discontinuation of the Town's curbside recycling program. Mayor Vest said in researching all the issues that cities across the country are having with curbside recycling, and are either discontinuing it or are struggling with it. He said most of it is because there is not a good market to resell the recyclables; and there is also a problem with mistakes that we make as recyclers putting things in our bins that don't belong there, and it contaminates things in there and you cannot get them recycled. Mayor Vest said all those issues has just about made it impossible for municipalities to break even.

Town Administrator Glenn Rosenoff said although the curbside recycling will end, the Town does not want to over pivot to a point where we disregard recycling completely. Mr. Rosenoff said we have already embarked on preparing for the first drop off location near Fleet Maintenance off Old State Route 34. Mr. Rosenoff said that we are looking at a second drop off location more toward the central part of town, and potential others as well. He said another thing he was looking at was Keep Jonesborough Beautiful which is a very strong initiative, like breaking it down in preservation of natural resources, recycling efforts, beautification, adding more education focusing on water quality and stormwater; and also looking at our parks and keeping them clean. Mr. Rosenoff said there is a lot of different initiatives that he feels will provide for a more robust community involvement and community engagement in the near future, and a lot of it will be tied to the National Park Association, EPA, TDEC, or City Manager's Association. Mr. Rosenoff said a lot of these programs will advance town programs that already exists.

Mayor Vest asked Glenn Rosenoff if Town staff could stop picking up the blue recycling totes, and allow residents who have them to use them to take recyclables to the

convenient centers, and even the ones that have turned them in, at some point, give them a location where they can go pick one up if they want to choose that to take their recyclables. Mr. Rosenoff said that staff can let residents know they can retain their blue recycling bin.

The next item on the agenda was the approval of the Financial Report. Mayor Vest asked the Aldermen if they had any comments. With there being none, Mayor Vest called for a motion. Alderman Countermine made the motion to approve the Financial Report as presented. Alderman Wolfe seconded the motion and it duly passed.

Communications from the Mayor was the next item on the agenda. Mayor Vest announced that Kaden Pearson and Ben Irwin representatives of Sigma Chi Fraternity, Zeta Omega Chapter, ETSU, were present. Town Administrator Glenn Rosenoff expressed the Town's appreciation to Sigma Chi Fraternity for the generous time that they dedicated to help in cleaning up Persimmon Ridge Park that experienced massive storm damage from violent winds that uprooted trees and blocked roads on August 14, 2023. Mr. Rosenoff said the team of Sigs helped clear debris that ultimately helped the Town's forces re-open our highly traveled upon trail system to the public. Mr. Rosenoff said he was humbled to hear the high praises from staff and the community regarding the fraternity's exhaustive clean-up efforts at the park. Glenn Rosenoff said the Town is honored that you all accepted our call for help, and would love to work with Sigma Chi Fraternity again.

Mayor Vest said Committee Appointments was the next item on the agenda, and the recommendation is to reappoint Tom Foster to the Jonesborough Planning Commission with his term expiring in August 2026, and Brian Tapp to the Board of Dwelling Standards to fill a vacant position. Mayor Vest called for a motion, Alderman Wolfe made the motion, seconded by Alderman Dickson, to approve the two Committee Appointments as recommended by Mayor Vest. The motion was duly passed.

Mayor Vest asked Fire Lieutenant Chason Freeman, to come forward to accept the Employee of the Month Award. Mayor Vest read the following nomination letter:

I would like to nominate Chason Freeman, Fire Lt. for the Town of Jonesborough for Employee of the Month. Chason has always been great to work with. Recently, Chason provided an information table at the senior center to notify our members of the fire department's smoke detector program. Many of our seniors were not aware something like this was available, and this information has greatly assisted our seniors who would otherwise struggle to install and check their own detectors. What a wonderful service the Fire Department provides and what a great outreach to the community. I overheard Chason and the other firemen interact with our members, and they were great, very informative and engaging. Taking the time to inform our members and answer their questions. Being able to connect with the community is an essential quality working with the public, and Chason did such a good job. The following week, Chason and another fireman provided a safety class on using a fire extinguisher, which

included classroom education and hands on experience operating a fire extinguisher. Our members really enjoyed the opportunity and commented that they feel safer in their own homes now having had the experience of using an extinguisher. Chason was even a good sport and posed with our members for a fun photo! I asked him what made him want to become a fireman, and he shared that as a boy he had learned about firefighting from his dad and grew up responding to fires with his dad. He knew from an early age that was the field for him. I was impressed by his calling for this line of work, and his dedication to the service of others. Chason exemplifies that call to service, in how he treats the community and in his dedication. Being in a service field requires that person to put others before themselves. Hearing his love for what he does and sharing that so many of the firemen feel that way just made me so proud of our Fire Department in Jonesborough. Chason is always great to work with anytime we need help with anything, fire drills, CPR training and outreach. He has always provided our staff with CPR training. He teaches in a very relatable way and makes sure that we feel comfortable in the skills before we complete the course. I would like to nominate Chason Freeman for Employee of the Month. Submitted by: Mary Regen, Senior Center Director.

Mayor Vest asked Chason Freeman if he had any comments. Chason Freeman said he developed his passion for the fire service when he at an early by watching his father volunteering and working in fire service and knew that he wanted to make the fire service his career. Chason Freeman said appreciated being nominated.

Mayor Vest said that Glenn Rosenoff and Craig Ford have worked with TDOT for a temporary traffic signal that will be installed at 11-E and Tiger Way by the end of December, and that this will help with traffic when the new school opens. Mayor Vest asked staff to look at developing more handicap parking spaces at Persimmon Ridge Park and to make that a priority for next spring.

Mayor Vest said he and Alderman Wolfe had the opportunity to walk the new school site, and that school is looking great and is very excited about getting the students in there. Mayor Vest announced that the ribbon cutting for the new school is planned on December 15th, with the school system. Mayor Vest said the Halloween Haunts and Happenings was a great event and expressed his appreciation to the Event Coordinator and Marketing staff for their hard work on the event.

Citizens Comments was the next item on the Agenda. Rick Newell, 103 North Third Avenue, Jonesborough, TN; and Tim Winter, 273 Big Sandy Road, Telford, TN, and representing the JAMA (Jonesborough Area Ministerial Association) Food Pantry, addressed the Board to express their appreciation to the BMA for the new roof on the Food Pantry Building, and gave a brief report of the work of the food pantry in providing food assistance to families in need. They said due to the donations they have received the food pantry has been able to update their stock and was thankful for the donations they have received. Board members thanked Mr. Newell and Mr. Winter for their work and great partnership with the Jonesborough Area Ministerial Association.

Alderman Communications was the next item on the agenda. Mayor Vest asked the Aldermen if they had any comments. Alderman Wolfe said asked Operations Manager Craig Ford if the Police Department has transitioned to the renovated recreation building. Craig Ford replied not yet, but they are very close to getting in there. Alderman Wolfe said he feels it made sense that once the Police Department moves out of the Food Panty building, that it becomes the domain of the Food Pantry, and made the motion to add an item to the agenda to designate that the entire use of the Elmer Gillespie Building to the JAMA Food Pantry. Town Administrator Glenn Rosenoff said there are several shared use spaces in that building. Craig Ford said he recently met with one of the Town's department heads, who is involved in a canning class that has gotten bigger than what their space will allow and they inquired about possibly using that old kitchen space to continue to grow that canning class if possible. Mr. Ford said he would like to leave that option open if that is agreeable with the Board. Mayor Vest asked Rick Newell and Tim Winter if that would be agreeable with them, and they agreed it would. Alderman Wolfe said he feels the priority of that building needs to be the JAMA Food Pantry, because they have operated out of half of it for a long time. Alderman Wolfe said the Police Department has used the other part, so as long as it fits in the program of what JAMA is doing he does not have a problem with that. Mayor Vest called for a second to Alderman Wolfe's motion. Alderman Countermine seconded the motion and it was duly passed. Alderman Wolfe said if the JAMA Food Pantry wants to cooperate with others, like for a canning class or Paws-In-Blue that will be their prerogative to do so. Mayor Vest called for a motion. Alderman Wolfe made the motion to dedicate the entire use of Elmer Gillespie Building to the Jonesborough Area Ministerial Association Food Pantry. Alderman Dickson seconded the motion and it was duly passed.

Alderman Wolfe said that he has noticed and in talking with some of the merchants too, that we have achieved what he calls "critical mass", and it has taken decades to do this. Alderman Wolfe said it no longer takes an event downtown to generate foot traffic in the downtown and that is a sign of a very long lasting effort finally being successful; and is a tribute to our previous Town leadership that has plugged at this for decades. Alderman Wolfe said it is gratifying to see downtown busy almost every weekend. Mayor Vest said that the Town has made some good investments in our downtown; and we have some outstanding merchants and entrepreneurs that really know how to operate their business and that is why we are seeing much success in our downtown.

Alderman Dickson said the 400 block of the West Main Street sidewalk project is looking really sharp and is very excited to see what the rest of that project is going to look like. Alderman Dickson enquired about the project timeline on the bridge at Barkley Creek. Craig Ford said they are changing that bridge over to the steel I-Beams. Craig Ford said that bridge had kind of an odd turn to it on the other side, and they are working on reconfiguring it. Mr. Ford said they do have the building materials ordered and as soon as they come in we are ready to begin work, and there is some preliminary work on re-aligning that bridge that suits better.

Town Attorney Comments was the next item on the agenda. Mayor Vest asked Town Attorney Jim Wheeler if he had comments. Jim Wheeler said he had nothing to report.

The next item on the agenda was a presentation by Robbie McGuire Washington County Property Assessor. Robbie McGuire said that Tennessee Code Annotated 67-5-1601 provides State mandated reappraisal and equalization of all real property; and these reappraisals help eliminate inequities created over time by changes in the real estate market, ensure fairness and equity for all property owners. Mr. McGuire said properties are appraised every five years, and 2024 is the fifth year of a reappraisal cycle, being updated to reflect the current market value. Robbie McGuire said there are four factors that determine a property tax bill: (1) Appraisal – the fair market value of a property; (2) Classification - whether the property is used for residential, commercial, industrial, or farm purposes; (3) Assessment – a figure determined by multiplying the classification percentage against the appraisal value; and (4) Tax Rate – the dollar amount set by the County Commission that applies to an assessment to calculate your property tax. Mr. McGuire said that he wanted to get information out to citizens of Washington County, Jonesborough, and Johnson City in advance of the 2024 appraisals coming out. Mayor Vest and Board members thanked Robbie McGuire for presenting the 2024 appraisal information.

The next item on the agenda was first reading of an Ordinance to amend Title 10 of the Jonesborough Municipal Code by adding a Chapter 4. The Town does not have an ordinance with respect to activities occurring within its parks, walking trails, or green spaces. Town staff feels it is imperative that the Town adopt an ordinance relating to activities that are allowed and/or acceptable within the Town's public spaces; for example, if an officer is called to a disturbance within the Town's parks or walkway system, there are ordinances governing the officer's response. The officer is bound at that point to determine whether a state law violation has occurred and take the appropriate action, which would be arrest, or a citation, as with established Ordinances, it gives the officer, as well as, Recreation staff, additional tools to regulate unwarranted or unacceptable behavior within the Town's park system. The Ordinance addresses behavior within our parks and green spaces, and it also establishes operating hours of our parks. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Wolfe made the motion to approve Ordinance Title 10 Offenses-Miscellaneous, creating a new Chapter 4 "Parks, Green Spaces, Trails, and Public Property" on first reading, as presented. Alderman Dickson seconded the motion and it was duly passed.

INSERT ORDINANCE

The next item on the agenda was approval of the 2023-2024 Barn/Land Lease of Town property located on Arnold Road. The Town owns property off Arnold Road known as the "water intake", which contains approximately 17 acres; and Mitch Triplett has been leasing 12 acres of the land which includes a barn that Mr. Triplett uses for farming purposes. We lease the property out for the following reasons: (1) It is property we are

currently not using, (2) It eliminates the need for our staff to mow and maintain the section under lease, and (3) It puts a reliable person on our property that helps keep an eye on it. In the past, Mr. Triplett raised fifty (50) pumpkins that the Town used for fall decorations. Mitch Triplett, has expressed that paying a lease payment in lieu of providing 50 pumpkins to the Town was more favorable to him. The proposed lease payment is \$500.00 for the term of the agreement. That equates to \$10.00 per assumed pumpkin. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Wolfe made the motion to approve the 2023-2024 Barn Lease (12 acres) with Mitch Triplett, including Mr. Triplett paying the Town of Jonesborough a lease payment of \$500.00 in association with the water intake site off Arnold Road, as presented. Alderman Countermine seconded the motion and it was duly passed.

INSERT LEASE

The next item on the agenda was approval of an increase in rates on Community Organization Rentals the McKinney Center. When the McKinney Center opened in 2013 and began renting the space, the rental rate for government agencies and community organizations was free between the hours of 8:00 am and 5:00 pm, Monday through Friday. The rate was set at \$15.00/hour for after 5:00 pm on weekdays and on the weekends. This \$15.00/hour covered the staffing cost of the building. At that time, hosts were paid around \$12.00/hour. When the Town raised rental prices during COVID to cover cleaning costs, we did not raise the rental rate for community organizations. Over the past few years, hosts have seen an increase in pay. The average pay for hosts is \$15.44/hour. In order to help stabilize costs, we need to increase the rental price for community organizations from \$15.00 per hour to \$20.00 per hour after 5:00 PM on weekdays, and on weekends. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Countermine made the motion to approve the increase in rental rates on Community Organization Rentals from \$15.00 per hour to \$20.00 per hour after 5:00 PM on weekdays, and on weekends, as presented. Alderman Dickson seconded the motion and it was duly passed.

The next item on the agenda was request for approval of the transfer of ownership through Quitclaim Deed of the retention ponds at Mill Creek Subdivision Sections 8 and 9. The town's contracted engineer Todd Wood has inspected the ponds and has approved them, and Building Inspector JW Greene is recommending the town take ownership of the retention ponds, as follows:

Tract 1

Parcel 1: Being that .56 acre tract marked "Pond Area" as shown on Plat of Mill Creek, Section 9, of record in Plat Book 22, Page 293 in the Register's Office for Washington County, Tennessee.

Parcel 2: Being that .37 acre tract marked "Pond Area" as shown on Plat of Mill Creek, Section 9, of record in Plat Book 22, Page 293 in the Register's Office for Washington County, Tennessee.

Tract 2:

Being that .41 acre tract marked "Open Space" as shown on Plat of Mill Creek, Section 8 of record in Plat Book 22, Page 85 in the Register's Office for Washington County, Tennessee.

Mayor Vest asked the Aldermen if they had any questions or comments. Alderman Wolfe said he would recuse himself from voting on this item. Attorney Jim Wheeler stated that with Alderman Wolfe recusing himself there would be an issue of not having a quorum of the BMA. Alderman Wolfe rejoined the meeting. Mayor Vest called for a motion. Alderman Dickson made the motion, seconded by Alderman Countermine, to approve the transfer of ownership through Quitclaim Deed as provided, between Wolfe Development, G.P. and the Board of Mayor and Aldermen of Jonesborough, as presented. Upon call of the roll, the following Aldermen voted Aye: Alderman Dickson and Alderman Countermine. Alderman Wolfe passed. The motion passed.

INSERT QUITCLAIM DEED & Schematics

The next item on the agenda was approval of 30-day extension of BurWil Construction's contract on the substantial completion date of the Jonesborough K-8 School Project from November 4, 2023 to December 4, 2023, with a "no added cost" change order. Clark Nexsen Architects has approved the 30-day extension request. Mayor Vest asked the Aldermen if they questions or comments. There being none, Alderman Wolfe made the motion to approve the request 30-day extension of BurWil Construction's contract, as presented. Alderman Countermine seconded the motion and it was duly passed.

INSERT CHANGE ORDER

The next item on the agenda was the approval of the Lease Agreement with the International Storytelling Center (ISC) with the effective lease date of December 1, 2023 through December 1, 2033. The rental sum is \$50,274 per year, the payment of which rent is payable in monthly installments of \$4,189.50 beginning on or before the 1st day of December, 2023 and on the first day of each month thereafter. The amount of the monthly rent will increase by 5% on the 1st day of December, 2028 and on each 5-year anniversary of the date of the first payment after that. Mayor Vest asked the Aldermen if they had questions or comments. Town Attorney Jim Wheeler said he recommends a change in the wording on the membership, by adding a sentence to clarify that the two consecutive term limits shall not apply to members of the BMA appointed by the BMA to serve. Attorney Wheeler explained that because there are only five BMA members, if someone serves two terms, that you want them to continue serving, and that may make sense for the five of you all that that person continue on to. Alderman Wolfe made the motion to approve the Lease Agreement between the Board of Mayor and Aldermen and the International Storytelling Center, with the language articulated by Town Attorney Jim Wheeler as an amendment, with an effective lease date of December 1, 2023

through December 1, 2033, and the rental amount as per the Agreement, as presented. Alderman Countermine asked for clarification that the representative doesn't have to be one of the Board of Mayor and Alderman. Attorney Wheeler said it does not, but if you appoint someone else the two executive term limit would apply, but if it is a BMA member their term limit runs concurrent with their term as a Board member. Alderman Countermine seconded the motion and it was duly passed.

INSERT LEASE AGREEMENT

There being no further business the meeting was duly adjourned.

JANET JENNINGS, RECORDER

CHUCK VEST, MAYOR