

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

Jonesborough Town Hall – Board Room
123 Boone Street, Jonesborough, TN
November 3, 2025 – 7:00 PM

The Board of Mayor and Aldermen (BMA) met in a Public Hearing; there were two items on the public hearing agenda:

1. Ordinance approving a Moratorium on Data Processing Centers.
2. Ordinance amending the Municipal Code Title 11, Chapter 12, related to Prohibited Signs.

There were no public comments made. The Public Hearing was closed.

JANET JENNINGS, RECORDER

KELLY WOLFE, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING MINUTES

November 3, 2025

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, November 3, 2025, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Kelly Wolfe called the meeting to order and Vice Mayor Dickson led the group in an opening Prayer. Robin Harpe led the pledge to the flag.

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

The next item was the Consent Agenda. Mayor Wolfe asked if there were any items that the Aldermen wished to have pulled from the Consent Agenda. The October 13, 2025 minutes were pulled for further review. Alderman Causey made a motion to pull item 1. Approval of the October 13, 2025 minutes from the Consent Agenda. Alderman Jenkins seconded the motion. The motion was approved unanimously.

Alderman Causey made a motion, seconded by Alderman Jenkins, and duly passed to approve the following items on the Consent Agenda:

2. Approve the following bills for payment: (bills will be presented at December meeting)
3. Approve the following Town Administrator Report:

TOWN ADMINISTRATOR MONTHLY REPORT SEPTEMBER 2025

I hope this monthly update finds you well! If you have any specific monthly updates, please do not hesitate to let me know. This has been a narrower gap between monthly meetings since we are meeting one week in advance of our normal schedule.

- *Website Update: I have met with staff a few times to discuss various design thoughts for our website. We are exploring other governmental websites like Franklin TN, Bristol, TN, etc...to find the best attributes of each. Before next month, we should have examples of website pages like the main page, showing how a Mega Menu for us will be a great asset to user navigation on our site, and video/audio example on the front page as well. We are assessing with Six Rivers, our website host, on what improvements are possible while at the same time, staff are working on drafting a bid document to solicit quotes for a redesign which I project will be \$25,000.00 or greater (therefore the need to bid project). We want to avoid where a web designer uses boilerplate templates that can dramatically reduce our ability to be unique or add webpages like we recently did for Street Closures. We will form a review panel for this endeavor that will help guide us on best decision-making for a new website, and the preliminary thought is to interview the companies that bid as well to add more competitive structure. More information will be provided by next board meeting.*
- *Communications: I met with well over 100 people on October 16th at the Visitor's Center regarding traffic issues in and around the area the Meadows and what was referred to as the New Hope Connector Road. We used social media, our website, and door knockers to inform the public of the meeting. Summary details of the overall meeting will be provided for the next board meeting. The impact that growth is having within the town and "around" us was a strong topic. Overall people were respectful and grateful to the town for holding the public input meeting and listening to their concerns. A representative of TDOT was there as well that we are working with as impact of 11-E is a major component of that intersection related issues. Operations Manager Craig Ford did a GREAT job of helping me and the crowd with historically accurate knowledge of the traffic problems in that area, and alternative ideas to mitigate the problem for over a decade.*
- *YouTube/Video: I am working with Tourism Director Cameo Waters on some video ideas whereby I would be introducing members of our staff, updating on projects, the happenings of post board meetings perhaps or employee of the month, or highlighting an accomplishment, and finding some light and fun topics like Jonesborough Trivia, and more...as a form of enhancing community engagement/communication from the Town Administrator side of things.*
- *Traffic 11-E Corridor: Mattern & Craig Engineering (M&C) are conducting our traffic signalization study along the Highway 11-E Corridor from Headtown Road to Persimmon Ridge Road. One significant advantage knowing that BrightRiedge has fiber along 11-E in the area of our traffic signals is the future of an interconnected system of traffic optimization of peak-hour traffic timing plans. This is essential to the town mitigating our corridor congestion issues. I have been consistently getting updates from them, with the last part being an assessment of our traffic control cabinets. M&C is striving to provide the traffic signal study early November or if a bit later, before Thanksgiving.*
- *First Frontier Trail: We continue to move forward on our RTP and LPRF projects regarding the First Frontier Trail. As we have been awarded both grants, staff with the assistance of Community Development Partners continue the process to get us to bid and construction activities.*
- *Improving the rear room in the Board Room. **UPDATE:** This project is completed besides some cosmetic touch-ups and a new conference room table. It has become a great space for meetings, conference calls, Teams, etc., and the ease of projecting from laptop to large screen monitor. The only hangup is finding the nurse who sees town employees as part of our Wellness Program on Wednesdays, a different town space to keep the conference room relevant for "conference room" activities.*

- *Special Census: As you are aware, the Governor signed into law effective on January 1, 2026 that the State will be utilizing the Tennessee Data Center yearly population estimates toward state shared revenues for local governments. That means we do not have to wait until the next decennial census to gain additional funds based on a growing population. I will be attending a webinar next month to find out more details on this great news. I anticipate an increase of \$170,000.00 for next fiscal year based on our population growth between last census 2020 through June 30, 2026.*
- *Hand Up Fund. **Update:** I am close on implementing this fund program which will be marketed by the town in cooperation with Good Samaritan Ministries who would be the application and vetting agency on providing financial assistance to water customers within the Jonesborough system.*
- *The Mauk Property – **Update** – The Family declined the town's offer of \$20,000.00 over the appraised value without a counteroffer. I sent an official response letter 2 weeks ago requesting a counteroffer. I have no update on this matter to report as of today, October 31st.*
- *AME Zion Church: **Update** - located at 208 W. Woodrow Avenue regarding the desire of the town that this property located in the historic district be preserved and protected as a historically significant property to the community. Vice-Mayor Adam Dickson and I were able to secure a purchase price of \$28,700.00 which is \$700.00 over the appraised value, but \$12,000.00 less than the Church's asking price. It is of course an agenda item before you for approval to purchase and move forward with a closing plan.*
- *Town Hall Expansion: **Update** – Mayor Kelly Wolfe, Craig Ford (Operations Manager/Public Safety Director), and I met with Rebecca Lineberry, Greyscale Design, at options for Town Hall expansion focusing on public safety and required space to meet the immediate and future demands for personnel, vehicles, equipment, etc. We looked at "needs" in the green space to the north and west of town hall. We spoke "design" and architectural style to compliment town hall, ingress/egress, the number of bay doors, living quarters, etc. It was a very good start to exploring our current needs and a reminder to always look at future needs/expansion in this process.*
- *Capital projects and equipment budgeted for FY26 on both the general and water fund sides are going well. We will continue to advance these projects, including getting quotes and bids out for solicitations in an expeditious manner. You will notice periodic bids coming before you for approval based on those capital needs.*

4. Approve the following Operations Manager Report:

The Street Department and the Parks and Recreation Department were able to complete Tiger Park prior to the State's final inspection for the LPRF grant. Upon conclusion of the final inspection, we were asked if we had any questions. I had one question. I asked what their first impression of the park was when they pulled onto the parking lot. Their response was, "Wow, this is awesome." I tend to agree. We heard many of the same comments at the ribbon cutting ceremony. The Parks and Recreation Department still has some last-minute work to complete. We are installing a ceiling in the dugouts, and we are installing benches, bat and helmet shelving. This had not arrived for installation prior to the ribbon cutting. We are also having the detention pond and a couple of banks hydro-seeded in an attempt to get grass up quicker.

The installation of the new retaining wall on West Main Street between Second Avenue and Washington Avenue was completed this month. The contractor did a good job on this project. We ran into a huge problem near the intersection with Washington Avenue.

We had to excavate in front of the stacked-stone wall. In doing so, we had to have the contractor form and pour an additional retaining wall. This was completed within 24 hours to protect the wall from possible collapse. Due to this urgency, there was no time to do a change order to the initial bid to the Board of Mayor and Alderman. The additional work was completed at a cost of \$5,867.25. This was a very fair price for the work the contractor had to complete, and the urgency in which they completed it. The contractor began installing the brick on this section of sidewalk on October 28, 2025. They are making good progress, and their work is excellent. As a side note to this project, I requested the Building Inspector to look at this project. Upon his examination, he has advised that we will need to add approximately 75 to 80 feet of handrail. I have spoken with Frank Collins (Historic Zoning) and Dr. Bill

Kennedy, and a rail has been selected that meets Historic District guidelines. I will meet with the handrail contractor once the project is completed. He will need to take measurements of the final project prior to building the handrail.

We began an office expansion project upstairs at town hall. We converted the small break room and part of the storage closet into an office. I am hoping to have this project completed by November 07, 2025.

We are also making progress with the boardroom conference room area. There will be new carpet installed the week of November 03, 2025.

The contractor also completed the installation of the concrete steps at the Senior Center. The Street Department installed the crosswalks, and the Senior Center Director is working with the striping contractor to do some work on a couple of the parking spaces.

I have been in contact with a contractor to build and install the handrail for the stairs. This is the same contractor that completed the railing for Lincoln Park. I wanted to make sure the railing all matched.

The HVAC contractor has begun installing the HVAC unit at the Street Department building. Once that work is complete, we will get the drywall hung and make a final push to get this building completed over the winter.

I met with the State grant coordinators to close out the grant portion of the Jackson Theater and ISC building. This was the final step in this process to obtain reimbursement.

I attended the EMS Board of Directors meeting this month.

I have also attended various planning meetings regarding building and walkway projects. I continue to work with Engineer Todd Wood on the First Frontier Walkway project.

I also completed 15 hours of my annual 40-hour required in-service this month.

5. Approve the following Committee Reports: Historic Zoning, McKinney Center Advisory Committee, Planning Commission, Board of Zoning and Appeals
6. Approve the following Supervisor Reports: McKinney Center, McKinney Center Program Manager, Human Resources Director, Street Director, Digital Media Manager, Fire Department, Director of Tourism & Main St., Events Manager, Marketing Manager, Jackson Theatre Technical Director, Jackson Theatre Operations Manager, Parks & Recreation Director, Utility Manager, Water Quality, Water Distribution Wastewater, Utilities Maintenance, GIS/GPS & Inspections, and Senior Center.
7. Approve the items for surplus as identified in the “Jonesborough Fire Department Expired Gear” to be donated to the Fire Science Program at Cherokee High School.
8. Approve the following 2026 Holiday Schedule:
 - January 1, 2026 – New Year’s (Thursday, January 1st)
 - January 19 – Martin Luther King, Jr. Day (Monday)
 - February 16 – President’s Day (Monday)
 - April 3 – Good Friday
 - May 22 – Water Park Employee Day (½ day)
 - May 25 – Memorial Day (Monday)
 - June 19 – Juneteenth (Friday)
 - July 3 – Independence Day (Friday)
 - September 4 – ½ day – Employee United Way Day (Friday) – option for employees being allowed to take their time off by the end of the year (December 31, 2026) if a department’s scheduling interferes with the Friday, September 4th date
 - September 7 – Labor Day (Monday)

- October 2 – Storytelling Festival (Friday) – subject to Storytelling Festival being live and in-person
- November 3 – City Election Day (Tuesday)
- November 11 – Veterans Day (Wednesday)
- November 26 & 27 – Thanksgiving (Thursday & Friday)
- December 18 – Employee Christmas Party (Friday) at Senior Center
- December 24 – Christmas Eve (Thursday), December 25 -Christmas Day (Friday)
- January 1, 2027 – New Year’s Day (Friday)
- Employee’s Birthday

The next item on the agenda was the approval of the Financial Report. Town Recorder, Janet Jennings, reported that the financial report will be included in the December packet. Ms. Jennings was busy with preparing for the auditor’s onsite visit. The auditors arrived onsite today and will be here for the next two weeks.

Communications from the Mayor was the next item on the agenda. Mayor Wolfe requested that a motion be made for the appointment of Parks and Recreation Director, Chris Kudera, to the Heritage Alliance Board of be added to the agenda. Alderman Dickson made the motion, seconded by Alderman Countermine and the motion was duly passed. Alderman Countermine made a motion to appoint Chris Kudera to the Heritage Alliance Board of Directors. Alderman Jenkins seconded the motion and the motion duly passed.

The next item under Communications from the Mayor was reappointments of Historic Zoning Commissioners Frank Collins and Chad Hylton for five-year term. Alderman Causey made a motion, seconded by Alderman Jenkins to approve the reappointments of Frank Collins and Chad Hylton to the Historic Zoning Commission. The motion duly passed.

The final item under Communications from the Mayor was Employee of the Month. Mayor Wolfe asked Ron Gillenwater to come up to accept the Employee of the Month Award. Mayor Wolfe read the following:

Ron has worked with the Town since 2019 and serves on the facilities team as a custodian but that does not speak of the commitment that he has to the Town. His normal buildings to maintain are the Visitor’s Center, Utilities/Fleet Maintenance Building, Fitness/Training Center, Courthouse bathrooms, Wastewater Offices and Gillespie Building. All this plus set up at the Visitor’s Center for events.

Ron is very dependable, and his work ethic has been evident throughout this work in many departments; he sets up multiple events each week and often on weekends which ensures visitors and residents have a memorable experience here in Jonesborough. Ron also maintains a clean work environment for the departments and buildings which he services. Ron does an incredible job with his duties and goes beyond making sure his tasks are done correctly and in a timely manner.

Ron’s initiative demonstrates his above and beyond attitude. He is always willing to help others while continuing to keep his work done. Recently, the facilities team was short a staff member due to some requested time off, but Ron has stepped in to help with Town Hall, McKinney Center, and set-ups. His attitude is one of let’s get it done.

Mayor Wolfe asked Ron Gillenwater if he had any comments. Ron expressed his appreciation for being nominated and chosen for Employee of the Month.

The next item on the agenda was citizen comments. Three citizens signed up at the meeting to speak:

1. Lynda Harris (Storytelling Center Board Chairwoman) & Krystal Hawkins (Story Telling Center Director of Programs), 326 Blount St, expressed their appreciation for the support of the BMA, Town Departments and staff for the continued support to make a successful Storytelling Festival. This year the festival included visitors from 47 states and 3 countries. Mayor Wolfe thanked Ms. Harris and Ms. Hawkins for presenting to the BMA and congratulated them on another successful Storytelling Festival.
2. Ernest McKinney, 119 N. Lincoln Ave., spoke in support of the Town regarding the possible purchase of the property located on Woodrow Ave.
3. Chase Blazer, 302 Bethany Dr., was following up on the proposal he sent the BMA regarding impact fees. Mayor Wolfe spoke regarding impact fees being regulated by the state and asked if Mr. Blazer had reached out to Legislators about the matter. Mr. Blazer stated that he had contacted Legislators and is waiting for a response from them.

Alderman Communications was the next item on the agenda. Mayor Wolfe asked the Aldermen if they had any comments. Alderman Countermine stated that he was very proud of the recent Flag Retirement ceremony where nearly 2,300 flags were retired. He also stated that Saturday night's Marque Ball at the Jackson Theatre was an excellent event. Alderman Dickson thanked the representatives from the Storytelling Festival for attending tonight's meeting and congratulated them for hosting a successful festival. Alderman Dickson thanked Town Administrator Glenn Rosenoff and Operations Officer, Craig Ford, for engaging with the public on the New Hope Connector Road. Alderman Jenkins commended the Jackson Theatre on a successful and fun Marque Ball and how much he enjoyed the Glenn Miller band.

Mayor Wolfe shared a brief slideshow of the events and projects happening around town: Retirement of TDOT Commissioner and Deputy Governor, Butch Eley; Water partnership celebration with Washington County and the Town held on Jeremy Dykes property; Tiger Park Ribbon Cutting Ceremony; Flag retirement ceremony; Working on access road from school to Boones Creek Road; Celebrated the life of Wanda Ealey.

Town Attorney Comments was the next item on the agenda. Mayor Wolfe asked Town Attorney Jim Wheeler if he had any comments. Mr. Wheeler said he has a new employee, Robin. She will be the contact person to assist with scheduling appointments.

The first item under Old Business was second and final reading of an Ordinance imposing a temporary moratorium on the establishment of Data Processing Centers for a 2-year period within Jonesborough's corporate limits. The purpose of this moratorium is to allow sufficient time for the Planning Commission, Board of Mayor and Aldermen, and staff to study and research the land use compatibility, infrastructure impacts, environmental and health impacts, and broader policy considerations associated with Data Processing Centers. The BMA passed this ordinance on First Reading on October 13, 2025. Mayor Wolfe asked the Aldermen if they had any questions or comments. There being none, Alderman Jenkins made the motion to approve Ordinance imposing a temporary moratorium on the establishment of Data Processing Centers for a period of 2 years within Jonesborough's corporate limits on

Second and Final Reading. Alderman Countermine seconded the motion and it was duly passed.

ORDINANCE NO. 2025-12

**AN ORDINANCE IMPOSING A TEMPORARY MORATORIUM ON
THE ESTABLISHMENT OF DATA PROCESSING CENTERS**

WHEREAS, the Board of Mayor and Aldermen and staff identified the need to update the town's land use control regulations to address current and emerging technologies not yet covered by existing zoning regulations including but not limited to data processing centers; and

WHEREAS, staff recommends that the Board of Mayor and Aldermen enact a two-year moratorium on the establishment of data processing centers to allow sufficient time for the Planning Commission, Board of Mayor and Aldermen, and staff to evaluate land use compatibility, infrastructure demands, environmental and neighborhood impacts, and broader policy considerations associated with these facilities; and

WHEREAS, the Board of Mayor and Aldermen find that adoption of a temporary moratorium is a reasonable and necessary measure to protect the public health, safety, and welfare of the citizens of Jonesborough, Tennessee and to ensure that appropriate zoning standards are in place prior to the approval of data processing facilities.

NOW, THEREFORE, BE IT ORDAINED by the Town of Jonesborough, Tennessee as follows:

- A. There is hereby imposed a temporary moratorium for a period of two (2) years on the acceptance, review, processing, or approval of any rezoning request, site plan, development plan, or building permit application that proposes or would allow establishment of a data processing center or similar facility within the corporate limits of the Town of Jonesborough, Tennessee.
- B. For purposes of this ordinance "Data Center" shall mean any property, building, structure, or parcel of land that is designed, constructed, maintained, or operated the primary purpose of conducting Digital Data Operations. Such facilities may include, without limitation, high-density computer and network equipment, servers, data storage systems, appliances, air-handling units, backup power generators, water-cooling and storage systems, utility substations, and any other mechanical, electrical, or utility infrastructure customarily associated with, or necessary to, the continuous and reliable operation of such use. "Data Center" also includes the administrative offices, ancillary support areas, and similar accessory functions directly related to the principal use when located within the same facility.

C. For purposes of this ordinance, "Digital Data Operations" shall mean the storage, management, processing, or transmission of digital information, whether now known or hereafter developed. Such operations include, but are not limited to, computationally intensive applications such as blockchain technology, cryptocurrency mining, weather modeling, genome sequencing, artificial intelligence or machine learning processes, and other comparable activities.

BE IT FURTHER ORDAINED that a public hearing on this ordinance shall be held by the Board of Mayor and Aldermen prior to its adoption on final reading.

BE IT FURTHER RESOLVED, that, unless further extended, this moratorium shall expire on November 3, 2027.

THIS ORDINANCE shall become effective immediately from and after its final passage, the welfare of the Town requiring it.

Motion was made by Alderman Countermine and seconded by Alderman Causey that the preceding ordinance be adopted on first reading. Those voting for the adoption thereof were: Alderman Countermine, Alderman Causey, Alderman Dickson, Alderman Jenkins

Those voting against: _____

PASSED ON FIRST READING October 13, 2025



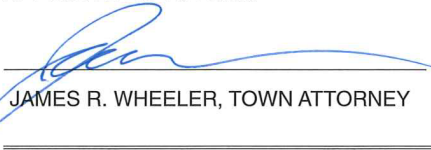
KELLY WOLFE, MAYOR

ATTEST:



JANET JENNINGS, RECORDER

APPROVED AS TO FORM



JAMES R. WHEELER, TOWN ATTORNEY

Motion was made by Alderman Jenkins and seconded by Alderman Countermine that the preceding ordinance be adopted on second and final reading. Those voting for the adoption thereof were: Alderman Jenkins, Alderman Countermine, Alderman Causey, Alderman Dickson.

Those voting against: _____

PASSED ON SECOND READING November 3, 2025



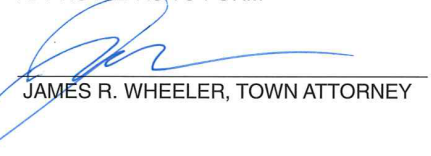
KELLY WOLFE, MAYOR

ATTEST:



JANET JENNINGS, RECORDER

APPROVED AS TO FORM



JAMES R. WHEELER, TOWN ATTORNEY

The next item under Old Business was second and final reading of an Ordinance amending the Jonesborough Municipal Code is a change to Title 11 Planning and Zoning, Chapter 12 Business and Advertising Signs, Section 11-1207 “Prohibited Signs”, Paragraph (1). The Historic Zoning Commission (HZC) has been studying lighting arrangements within the Historic District for several months, with public meeting and input from downtown merchants. The proposed amendment as presented in red follows the action of the HZC regarding an exemption, as outlined below as follows:

Current

11-1207. Prohibited signs. The following signs are prohibited from being erected or maintained in any zoning district and in any area of the Town of Jonesborough:

(1) Any lighting arrangement by exposed tubing or strings of lights, outlining any portion of a building or structure or affixed to any ornamental feature thereof.

Proposed

11-1207. Prohibited signs. The following signs are prohibited from being erected or maintained in any zoning district and in any area of the Town of Jonesborough:

(1) Any lighting arrangement by exposed tubing or strings of lights, outlining any portion of a building or structure or affixed to any ornamental feature thereof. String lights on the exterior of businesses or directly behind business display windows are not permitted. For the H-1 and H-2 overlay zones an exception for the display of String Lights is allowed during the following holiday periods – the Friday before Thanksgiving to January 31 and from June 28 to July 11. During these periods, string lights can be displayed behind storefront windows in so far as they are not excessively bright (examples: light floods onto sidewalk, light distracts traffic, or light makes it difficult to see items inside the window). Lights that flash, wink, strobe, or blink are not permitted in the H-1 and H-2 overlay zones per this Section of the code.

The BMA passed this ordinance on First Reading on October 13th, 2025.

Alderman Jenkins stated that this has been a topic with the HZC for many years. The HZC is working to keep up with technology, LED lighting and projected images while keeping a historic feel.

Mayor Wolfe asked if there were any questions or comments. There being none, Alderman Jenkins made a motion to approve the Ordinance to Amend the Jonesborough Municipal Code Title 11, Chapter 12, Section 11-1207, Prohibited Signs, Paragraph (1) on Second and Final Reading as presented. Alderman Countermine seconded the motion and it was duly passed.

ORDINANCE NO. 2025-11

**AN ORDINANCE AMENDING THE JONESBOROUGH
BUSINESS AND ADVERTISING SIGN ORDINANCE
RELATED TO PROHIBITED SIGNS**

WHEREAS, the Jonesborough Historic Zoning Commission (HZC) has studied Section 11-1207, Prohibited Signs, of the Jonesborough Municipal Code in relation to the historic overlay districts H-1 and H-2, and

WHEREAS, the HZC has conducted public meetings to discuss prohibited signs and seeking certain exceptions under certain conditions only applying to the H-1 and H-2 Overlay Zoning Districts, and

WHEREAS, the HZC has approved similar amendments to the Jonesborough Historic Zoning Commission Advertising Standards and Guidelines for the H-1 and H-2 Overlay Zones, and

WHEREAS, the HZC is recommending that the Board of Mayor and Aldermen amend the town's Municipal Code Section 11-1207(1), and

WHEREAS, Section 11-1207(1) Prohibited Signs of the Jonesborough Sign Ordinance states that *"Any lighting arrangement by exposed tubing or strings of lights, outlining any portion of a building or structure or affixed to any ornamental feature thereof"*, and

WHEREAS, it has been determined that it is in the general public's best interest for Section 11-1207(1) of the Jonesborough Sign Ordinance as this section pertains to the H-1 and H-2 Overlay Districts be amended.

NOW, THEREFORE BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Jonesborough that Title 11, Planning and Zoning, Chapter 12 Business and Advertising Signs, Section 11-1207(1) Prohibited Signs, of the Jonesborough Sign Ordinance is hereby amended to read as follows:

11-1207. Prohibited signs. The following signs are prohibited from being erected or maintained in any zoning district and in any area of the Town of Jonesborough:

- (1) Any lighting arrangement by exposed tubing or strings of lights, outlining any portion of a building or structure or affixed to any ornamental feature thereof. String lights on the exterior of businesses or directly behind business display windows are not permitted. For the H-1 and H-2 overlay zones an exception for the display of String Lights is allowed during the following holiday periods – the Friday before Thanksgiving to January 31 and from June 28 to July 11. During these periods, string lights can be displayed behind storefront windows in so far as they are not excessively bright (examples: light floods onto sidewalk, light distracts traffic, or light makes it difficult to see items inside the window). Lights that flash, wink, strobe, or blink are not permitted in the H-1 and H-2 overlay zones per this Section of the code.

This Ordinance shall become effective after its passage on second and final reading.

Motion was made by Alderman Jenkins and seconded by Alderman Dickson that the preceding Ordinance be adopted on first reading. Those voting for the adoption thereof were: Alderman Jenkins, Alderman Dickson, Alderman Causey, Alderman Countermine

Those voting against: _____

PASSED ON FIRST READING October 13, 2025


KELLY WOLFE, MAYOR

ATTEST:


JANET JENNINGS, TOWN RECORDER

APPROVED AS TO FORM


JAMES R. WHEELER, TOWN ATTORNEY

Motion was made by Alderman Jenkins and seconded by Alderman Countermine that the preceding ordinance be adopted on second and final reading. Those voting for the adoption thereof were: Alderman Jenkins, Alderman Countermine, Alderman Causey, Alderman Dickson

Those voting against: _____

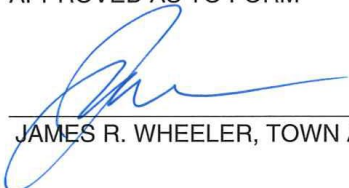
PASSED ON SECOND READING November 3, 2025


KELLY WOLFE, MAYOR

ATTEST:


JANET JENNINGS, TOWN RECORDER

APPROVED AS TO FORM


JAMES R. WHEELER, TOWN ATTORNEY

The first item under New Business was discussion and possible action concerning the purchase of the AME Zion Church located at 208 W. Woodrow Ave. The Church is in the Historic District and is one of two structures in our District that is directly linked to the town's African American heritage. We expressed to the church that as a municipality rooted in history, we wanted to share an inclusive story of Tennessee's Oldest Town, Jonesborough is centered in community building, and that we see the church as an integral part of what makes our community special. Vice-Mayor Adam Dickson, Gordon Edwards of Heritage Alliance, and Mr. Rosenoff had been working with the church on the possibility of the church transferring ownership to the town. The church is aware of the exterior condition of the property and seemed motivated to discuss it. To arrive at a reasonable price, Mr. Rosenoff ordered an appraisal which came back at \$28,000. The church wished to sell the property for \$40,000, after reviewing other properties of similar sizes and condition Mr. Rosenoff countered with \$28,700 and the town being responsible for expenses involved in all closing documentation and procedures which was accepted.

Funding Source as follows:

- Recently the BMA approved the bid for the FY26 Capital Project at Wetlands known as the "Pool Room Replacement", with a projected budget of \$350,000.00. The bid came in much less with savings of \$122,000.00 with the town performing the demolition phase of the project. The debt service on \$350,000.00 is \$34,877.00 per year.
- Between the bid coming in much lower and town staff performing the demolition work, the debt service saving is \$12,000.00.
- The estimated debt service on the purchase of the AME Zion church property at \$28,700.00 is \$2,858.00, which can be absorbed through the debt service savings from Wetland's capital project. Funding would be supported within the approved FY26 General Fund Capital Project debt service.

Alderman Dickson stated that he is excited to honor the heritage and history of the church. The church played a vital role in our community. This is a grand moment for our community. Alderman Dickson stated that he is very certain that there are grant opportunities to assist with the project.

Mayor Wolfe asked if there were any other questions or comments. There being none, Alderman Dickson made a motion to approve the purchase of the AME Zion Church located at 208 W. Woodrow Ave at a price of \$28,700 and to incur all expenses related to the transfer, title, and recordation of this property from the AME Zion Church to the Town of Jonesborough and for the Town Administrator and Town Attorney to be authorized to move forward promptly to coordinate with the church on all closing procedures and for funding to be supported through a portion of the Fiscal Year 26 General Fund Capital Project debt service. Alderman Countermine seconded the motion and the motion duly passed.

The next item under New Business was discussion and possible action concerning purchasing property located at the corner of College Street and Sabine Drive. The town had previously been in discussion to purchase the old Jonesborough Middle School and could not come to acceptable terms, therefore other options were explored. As part of our long-term planning efforts to support future municipal needs, including expanded parking and potential development of public facilities, some of those efforts have been spent evaluating current town properties and their capacities for growth/expansion, and seeking out opportunities related to available private lands. The town became aware of property that was recently purchased by current owner Mr. Greg Cox at the corner of College Street and Sabine Drive and further described on Washington County Tax Map 60-A, Group D, Parcel 11.00 (containing 1.94

acres). Given the strategic location and suitability of the subject property, we expressed interest to the owner in discussing a potential acquisition, and in recognition of the owner's recent purchase and the time and resources already invested, the initial offer of \$10,000 above the documented purchase prices was made as a gesture of goodwill and to facilitate a mutually beneficial transaction. The purchase price was \$240,000.00 therefore the town's purchase price would be \$250,000.00. The owner responded positively, stating that his intention in purchasing this property was to help ensure that any future development would contribute positively to the downtown charm and align with the area's historic character. Due to a recent increase in responsibilities, he reported that he did not have time to focus on many personal projects between his career and public service and therefore was favorable to the \$10,000 above the purchase price and that basically this would offset closing costs, attorney fees, title insurance, and interest expenses incurred during his previous transaction. He stated that closing dates can occur as quickly as possible.

His final request was that despite not being a condition of the sale to the town, he respectfully asked that any future improvements follow the same historic design guidelines that have long preserved the beauty and spirit of Tennessee's oldest town as this property is in the H-2 District. The owner was made aware that the offer was contingent upon the approval of the BMA.

Funding Source

- With recent FY26 General Fund Capital Projects and Equipment bids coming in under their projected budgeted costs, in return the budgeted debt service for this fiscal year is currently less than projected.
- Debt service at \$250,000.00 is an estimated \$24,900.00.
- In reviewing Wetland's capital purchase savings from bids, and Street Department savings on not conducting the New Hope Road Connector Study, there is a combined savings of an estimated \$23,750.00 on debt service as follows:

\$12,000.00	(Wetland's Pool Room Replacement)
\$3,250.00	(Wetland's Pool Heater)
<u>\$8,500.00</u>	(not conducting New Hope Road Connector Study)
\$23,750.00	

The recommendation is to fund the \$250,000.00 as follows:

- Utilize the current debt service savings at \$23,750.00 as shown above and re-obligate it from Wetlands and Street Department to the proposed land purchase; with an additional \$10,000.00 from fund balance to be paid back next fiscal year, FY27, based on the town's anticipated additional increase in FY27 State Shared revenue funds, (\$10,000 of the anticipated \$170,000)

Alderman Causey asked if any additional funds would need to be borrowed and it was stated that the funding source outlined above will be enough to cover the purchase.

Mayor Wolfe asked if there were any other questions or comments. There being none Alderman Dickson made a motion to approve the purchase of the property located at the corner of College Street and Sabine Drive and further described on Washington County Tax Map 60-A, Group D, Parcel 11.00, containing 1.94 acres, in the amount of \$250,000 and for the Town Administrator and Town Attorney to be authorized to move forward promptly to coordinate with the owner on all closing procedures; and for funding to be supported through a portion of the FY26 adopted General Fund Capital Project debt service current saving, drawing down \$10,000 from a fund balance, and paying back \$10,000 to the fund balance

once the town's additional increase in FY27 State Shared revenues are received. Alderman Countermine seconded the motion and the motion duly passed.

The next item under new business was approval of a Resolution authorizing the Town to participate in the Public Entity Partner's (PEP) "Property Conservation Matching Grant Program." The Town has been approved for the 2025-2026 PEP Property Conservation Matching Grant Program through our insurance carrier Public Entity Partners. The grant is a 50/50 match with the funds being used to install additional security measures for added protection to the Jackson Theatre. The grant match is approved for \$5,000, therefore we will spend \$10,000 and be reimbursed \$5,000. This project is to reduce liability for the town by making the building safer and more secure. The match is funded through the current FY26 budget.

Mayor Wolfe asked if there were any other questions or comments. There being none, Alderman Causey made a motion, seconded by Alderman Countermine to approve the Resolution authorizing the Town to participate in the PEP 2025-2026 Property Conservation Matching Grant Program and to approve the grant match of \$5,000 for the Jackson Theatre. Alderman Jenkins seconded the motion and was duly passed.

(INSERT RESOLUTION)

The next item on the agenda was first reading on an Ordinance to amend the Municipal Code, Title 2, regulating alcoholic beverages and hemp derived cannabinoid products; and Title 11 to establish a hemp derived cannabinoid manufactory and retail store overlay district on First Reading. The proposed ordinance amends two different Titles of Jonesborough's Municipal Code, including (1) An Ordinance to Amend Title 2 of the Municipal Code of the Town of Jonesborough, Tennessee, Regulating Alcoholic Beverages and Hemp Derived Cannabinoid Products; and (2) Amending Title 11 of the Jonesborough's Municipal Code, of the Town of Jonesborough, Tennessee, to Establish a Hemp Derived Cannabinoid Manufactory and Retail Store Overlay District.

In collaboration with our Town Attorney Jim Wheeler and Mr. Matthew Musgrove, an attorney in Mr. Wheelers office, their office has been working on drafting an ordinance to address Hemp-Derived Cannabinoid products for over a year. Mayor Wolfe stated that the Town is trying to be proactive with this effort and it is not the Town's goal to be punitive or penalize anyone's business. Attorney Wheeler stated that according to state law, once the staff has started working on this that no businesses can be grandfathered in. Mayor Wolfe announced that this was the beginning of discussions and that there would be other meetings to allow for public input and encouraged those interested to provide their input.

Mr. Musgrove was in attendance and provided some background and context related to the draft version of the proposed ordinance, which is provided below:

From a legal perspective in Tennessee, the state has established a licensing system for hemp-derived cannabinoid (HDC) products under the Tennessee Department of Agriculture (TDA). Regulation of those products will shift to the Tennessee Alcoholic Beverage Commission (TABC) effective January 1, 2026, under Public Chapter 526 (2025). Existing TDA-issued licenses that extend past that date remain valid until their individual expiration.

From a scientific viewpoint, hemp and marijuana are both varieties of the plant species *Cannabis sativa* L. (the “L.” referring to Carl Linnaeus) and differ not by species but by chemical composition (primarily the concentration of Δ-9 tetrahydrocannabinol, or Δ-9 THC). Under U.S. federal law (via the 2018 Farm Bill), hemp is defined as any part of that plant—including its seeds, extracts, cannabinoids, isomers, acids, salts, and salts of isomers—**with a Δ-9 THC concentration of not more than 0.3 percent on a dry weight basis.**

In practice, plants (or derivatives) that exceed the 0.3 % Δ-9 THC threshold do not qualify as “hemp” and are subject to different regulation under laws governing cannabis/marijuana. Δ-9 THC is the primary psychoactive compound in cannabis, responsible for the “high” feeling by binding to CB1 receptors in the brain and nervous system. Also, the “Δ-9” designation refers to the location of the double bond in the THC molecule (between carbon 9–10).

The purpose of the draft ordinance regarding HDC is to promote the safety and general welfare of the public and to place restrictions, as allowed by Tennessee Statutes, on the location of said businesses. This ordinance authorizes the Town of Jonesborough to protect the public health, safety, and welfare of town residents by regulating HDC businesses within the corporate limits of Jonesborough.

Jonesborough finds and concludes that the proposed provisions are appropriate and lawful land use regulations for the Town of Jonesborough, that the proposed amendments will promote the community's interest in reasonable stability in zoning for now and in the future, and that the proposed provisions are in the public interest and for the public good.

The draft HDC ordinance mirrors both Tennessee state law/regulations and integrates with the existing provisions of the Jonesborough Municipal Code. You may recall that under state law, there is a local option (TCA 57-3-208) for municipalities to require a certificate of compliance before the issuance of State licenses. At present, there is not a similar option afforded for HDC.

Mayor Wolfe requested that Work Session be scheduled with the BMA, Attorney Wheeler, Attorney Musgrove, people in the industry in Jonesborough, and ABC Commissioner David Tomita with the purpose of sharing ideas and gaining additional knowledge on the subject.

Business Owner, DW Cooper, stated that at the last ABC meeting the effective date was changed from January 1, 2026, to July 1, 2026. The Attorney's were not aware of the deadline change. Attorney Musgrove stated that this work is a proactive measure to have the ordinance for Public Chapter 526, which does not become effective until January 1, 2026, completed prior to the deadline. The ordinance will show compliance with state law.

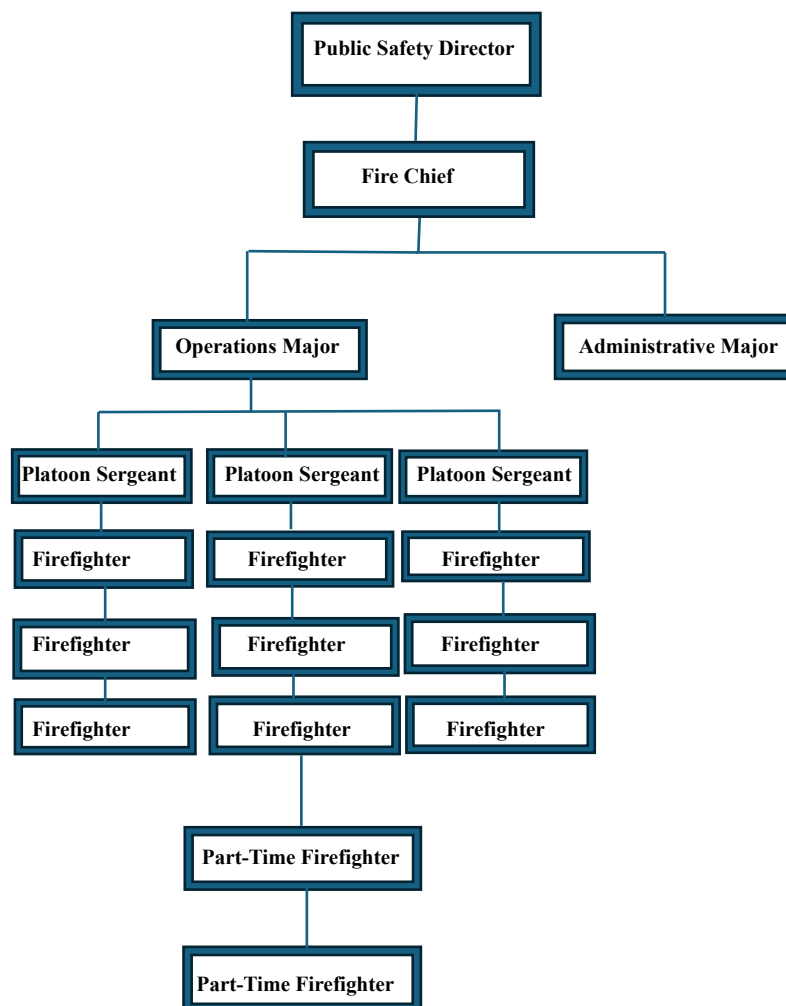
Alderman Jenkins asked for further clarification regarding grandfathering existing businesses. Mr. Wheeler stated that typically in zoning cases, once staff has started working on the zoning change (in this case over 1 year ago) then a person/business cannot be grandfathered in, even prior to the ordinance being passed. However, Attorney Wheeler stated that the BMA can modify this stipulation to include current businesses being grandfathered in under this ordinance. Mayor Wolfe stated that we do not want to penalize or current business, we are working to be proactive and preventive as this product becomes more common, we don't want to find ourselves lacking any regulatory format.

Mayor Wolfe asked if there was any other discussion and called for a motion. Alderman Causey made a motion, seconded by Alderman Jenkins, to approve the proposed ordinance amending two different Titles of Jonesborough's Municipal Code, including (1) An Ordinance to Amend

Title 2 of the Municipal Code of the Town of Jonesborough, Tennessee, Regulating Alcoholic Beverages and Hemp Derived Cannabinoid Products; and (2) Amending Title 11 of the Jonesborough's Municipal Code, of the Town of Jonesborough, Tennessee, to Establish a Hemp Derived Cannabinoid Manufactory and Retail Store Overlay District, on First Reading. The motion was duly passed.

The last item on the agenda was discussion and possible action concerning a restructuring of the Fire Department. With the finalization of fire service between the Town and Washington County, it is time to look at the structure of the Fire Department for current and future growth. With the eventual addition of seven firefighters, it will put the Fire Department staffing level at fifteen (15) full-time firefighters and two (2) part-time firefighters. It is requested to structure the Fire Department similar to the command structure of the Police Department. This would include one (1) Fire Chief, one (1) Operations Major, one (1) Administrative Major, three (3) Platoon Sergeants, nine (9) Firefighters, and two (2) Part-Time Firefighters. The Operations Major would be in charge of the day-to-day operation of the Fire Department operations and response to fire incidents, fire pre-plans, staff professional development, and general orders management. The Administrative Major would be in charge of equipment, uniforms, ISO and documentation, training, quality control of fire reports, fire inspections, public education, and general orders management.

The organizational chart would be:



Job Descriptions are as follows:

FIRE OPERATIONS MAJOR

GENERAL STATEMENT OF DUTIES: Performs difficult professional and intermediate administrative work in the department as assigned by the Fire Chief. This position is a part of the staff management team responsible for the supervisory and skilled firefighting work in directing the activities of the Fire Division on all platoons. The employee in this class is responsible for the direct command of the firefighting force on all platoons, and directs operations as assigned by the Fire Chief. The character of work requires the application of advanced fire skills. Work is performed with considerable independence within the framework of policies enumerated by the Fire Chief. Command assignments involve the responsibility for discipline of subordinates and the proper maintenance of apparatus and equipment. At a fire, employee is responsible for effectively directing the firefighters until relieved of command by a superior officer. Performs general fire protection services as needed. This employee works under the direct supervision of the Fire Chief.

ESSENTIAL FUNCTIONS OF THE JOB:

- Maintains all equipment within the department;
- Assists the management team with all aspects of the ISO rating of the department to include all documentation required and reporting any deficiencies to the Chief that may have a negative impact on the department's ISO rating;
- Conducts fire inspections as directed by the Chief;
- Assists in the development and maintenance of general orders;
- Assists in the training and professional development of staff;
- Assists the Chief in planning and developing the departmental annual budget;
- Assists the chief in all aspects of fire pre-plans;
- Responds to fire calls as needed or directed;
- Performs related work as required.
- Assists the Fire Chief in planning and directing the activities of the division;
- Supervises cleaning and inspects personnel, the station, and equipment for proper appearance and condition;
- Responds to fire alarms and determines the route to be taken by the fire company;
- Responds to fire alarms/calls for service with an apparatus and connects hose, holds nozzle and directs water streams;
- Forces entry of premises when necessary for firefighting, rescue, and salvage operations;
- Properly utilizes chemical fire extinguisher, bars, hooks, rope, and all other equipment as necessary;
- Removes persons from danger;
- Responds to calls for medical aid and administers first aid within the scope of their training;
- Performs salvage operations, such as throwing covers, sweeping water, and removing debris;
- Assists the Fire Chief as directed in the administration of the department;
- Conducts regular training and instructs personnel in firefighting and emergency operations;
- Completes and/or approves daily reports as required;
- Directs the work of firefighters pending the arrival of a superior officer, supervises laying hose line, placing ladders, directing water streams, ventilating buildings, rescuing persons and conducting salvage operations;

- Conducts periodic inspections of the Town to become familiar with layout of buildings and the location and the conditions of fire hydrants, streets and major fire hazards;
- Assists the Fire Chief in all aspects of the fire pre-plans;
- Assumes the Fire Chief's duties as assigned upon his/her absence;
- Performs related work as required.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Extensive knowledge of the geography and street layout of the Town and County fire zone including the location of streets and fire hydrants; considerable knowledge of firefighting and fire prevention principles, practices and procedures; knowledge of the operation and maintenance of the various types of apparatus and equipment used by the Fire Department; knowledge of the laws and ordinances applicable to fire hazards; ability to supervise and instruct subordinate personnel in the use of such equipment; ability to analyze situations quickly and to adopt the most effective course of action with due regard to surrounding hazards and personal safety of personnel and citizens; ability to train and instruct firefighters in proper firefighting principles, practices, and procedures.

ACCEPTABLE EXPERIENCE AND TRAINING: Must possess a high school diploma or approved GED certificate; two years of course work in a college or university desirable, or any equivalent combination of training and experience. Must be certified as a Firefighter II, Pump/Driver Operator, Fire Instructor I, Fire Inspector I, and Fire Officer II as issued by the State of Tennessee, with extensive firefighting experience. Certification as an Emergency Medical Technician and Vehicle Extrication preferred; however, it is not required. Should an eligible candidate not have the required certifications at the date of employment, the candidate will be given sufficient time to obtain the certifications at the Town's expense but recognizes it is a condition of employment. It shall be the responsibility of the employee in this class to maintain certification throughout employment. Must possess a valid driver's license issued by the State of Tennessee.

OTHER REQUISITES: From time to time the incumbent may be assigned special duties by a superior or, on a temporary basis, may be asked to assist other employees occupying a different position. Employee will be required to work weekends and may be required to work overtime, holidays, and be in an on-call status from time to time. This position description should not be construed as an all-inclusive statement of every task required of this position, but as a fair representation of the great majority of the work. Every effort will be made in advance to inform the incumbent of the temporary additional assignments, which under no circumstances are intended to constitute a demotion.

ADA REQUIREMENTS:

Physical Requirements: Task involves the regular, and at times sustained, performance of heavier physical tasks such as walking over rough or uneven surfaces, bending, stooping, working in confined spaces, and lifting or carrying moderately heavy (20-50 lb.) items and occasionally very heavy (100 lbs. or over) items; or may involve the complex operation of gasoline, electric, or diesel-powered machinery or shop equipment requiring the manipulation of multiple controls, fine adjustments, or both. Must be able to push and/or pull heavy objects, climb ladders, and possess the physical strength to carry an individual.

Environmental Requirements: Task may require infrequent, and at times sustained, exposure to adverse environmental conditions such as cold, rain, snow, fumes, and chemical sprays.

Sensory Requirements: Task requires color perception and discrimination. Task requires sound perception and discrimination. Task requires odor perception and discrimination. Task requires depth perception and discrimination. Task requires texture perception and discrimination. Task requires visual perception and discrimination. Task requires oral communications ability.

Attitude: Employees will be expected to act in a manner that would convey a congenial work environment – avoiding anger, violence, belligerence, harassment, controversy, nonchalance, or any other reasonable activity considered by management to be counterproductive.

Reasonable Accommodation: Reasonable accommodation(s) if needed will be provided for the employee to perform the required job with adequate strength, dexterity, coordination and visual acuity and in a manner that does not pose a direct threat to the health or safety of the employee or others in the workplace.

Classification: 15

Exempt

November 03, 2025

FIRE ADMINISTRATIVE MAJOR

GENERAL STATEMENT OF DUTIES: Performs difficult professional and intermediate administrative work in the department as assigned by the Fire Chief. This position is a part of the staff management team responsible for equipment, uniforms, ISO, and quality control of reports among other duties. The character of work requires the application of advanced fire skills. Work is performed with considerable independence within the framework of policies enumerated by the Fire Chief. Performs general fire protection services as needed. This employee works under the direct supervision of the Fire Chief.

ESSENTIAL FUNCTIONS OF THE JOB:

- Orders and maintains all equipment within the department;
- Orders and maintains uniforms of the department;
- Responsible for the ISO rating of the department to include all documentation required and reporting any deficiencies to the Chief that may have a negative impact on the department's ISO rating;
- Serves as the quality control review for all fire reports filed by personnel;
- Conducts fire inspections as directed by the Chief;
- Maintains public education materials and assists the Chief in public education requests;
- Assists in the development and maintenance of general orders;
- Serves as the Departmental training officer and is responsible for the training and training records of all departmental personnel, as well as the professional development of staff;
- Assists the Chief in planning and developing the departmental annual budget;
- Assists the chief in all aspects of fire pre-plans;
- Responds to fire calls as needed or directed;
- Performs related work as required.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Extensive knowledge of the geography and street layout of the Town and County fire zone including the location of streets and fire hydrants; considerable knowledge of firefighting and fire prevention principles, practices and procedures; knowledge of the operation and maintenance of the various types of apparatus and equipment used by the Fire Department; knowledge of the laws and ordinances applicable

to fire hazards; ability to instruct subordinate personnel in the use of such equipment; ability to analyze situations quickly and to adopt the most effective course of action with due regard to surrounding hazards and personal safety of personnel and citizens; ability to train and instruct firefighters in proper firefighting principles, practices, and procedures.

ACCEPTABLE EXPERIENCE AND TRAINING: Must possess a high school diploma or approved GED certificate; two years of course work in a college or university desirable, or any equivalent combination of training and experience. Must be certified as Firefighter II, Fire Instructor I issued by the State of Tennessee, and Fire Inspector I, with extensive firefighting experience. It shall be the responsibility of the employee in this class to maintain certification throughout employment. Must possess a valid driver's license issued by the State of Tennessee.

OTHER REQUISITES: From time to time the incumbent may be assigned special duties by a superior or, on a temporary basis, may be asked to assist other employees occupying a different position. Employee will be required to work weekends and may be required to work overtime, holidays, and be in an on-call status from time to time. This position description should not be construed as an all-inclusive statement of every task required of this position, but as a fair representation of the great majority of the work. Every effort will be made in advance to inform the incumbent of the temporary additional assignments, which under no circumstances are intended to constitute a demotion.

ADA REQUIREMENTS:

Physical Requirements: Task involves the regular, and at times sustained, performance of heavier physical tasks such as walking over rough or uneven surfaces, bending, stooping, working in confined spaces, and lifting or carrying moderately heavy (20-50 lb.) items and occasionally very heavy (100 lbs. or over) items; or may involve the complex operation of gasoline, electric, or diesel-powered machinery or shop equipment requiring the manipulation of multiple controls, fine adjustments, or both. Must be able to push and/or pull heavy objects, climb ladders, and possess the physical strength to carry an individual.

Environmental Requirements: Task may require infrequent, and at times sustained, exposure to adverse environmental conditions such as cold, rain, snow, fumes, and chemical sprays.

Sensory Requirements: Task requires color perception and discrimination. Task requires sound perception and discrimination. Task requires odor perception and discrimination. Task requires depth perception and discrimination. Task requires texture perception and discrimination. Task requires visual perception and discrimination. Task requires oral communications ability.

Attitude: Employees will be expected to act in a manner that would convey a congenial work environment – avoiding anger, violence, belligerence, harassment, controversy, nonchalance, or any other reasonable activity considered by management to be counterproductive.

Reasonable Accommodation: Reasonable accommodation(s) if needed will be provided for the employee to perform the required job with adequate strength, dexterity, coordination and visual acuity and in a manner that does not pose a direct threat to the health or safety of the employee or others in the workplace.

Classification: 14

Exempt; November 03, 2025

Mayor Wolfe asked if there were any further questions or discussion. There being none Alderman Dickson made a motion, seconded by Alderman Causey to approve the reorganization of the Fire Department as presented and approve the new position descriptions of Operations Fire Major and Administrative Fire Major.

Mayor Wolfe adjourned the Board meeting.

JANET JENNINGS, RECORDER

KELLY WOLFE, MAYOR