

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

DECEMBER 11, 2023

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Monday, December 11, 2023, at 7:00 p.m. at Town Hall, 123 Boone Street, Jonesborough, TN.

The first item on the Public Hearing agenda was the Ordinance Amending Title 10 of the Town of Jonesborough Municipal Code By Adding Chapter 4 - Parks, Green Spaces, Trails, and Public Property. There were no comments.

The Public Hearing was closed.

JANET JENNINGS, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

DECEMBER 11, 2023

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, December 11, 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 Marcy Hawley led the pledge to the Flag.

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

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

1. Approve the following bills for payment:

Insert Payment

2. Approve the following Town Administrator Report:

Insert Report

3. Approve the following Operations Manager Report:

Insert Report

4. Approve the following Committee Reports: Board of Zoning Appeals, Planning Commission, and Design Review Committee.
5. Approve the following Supervisor Reports: Building Inspector, Police Department, Solid Waste and Recycling, Director of Tourism and Main Street, and Director of Special Events.
6. Declaration of a 2003 Ford F150 used in the Meter Department, to be sold on GovDeals.com

The next item on the agenda was the approval of the Financial Report. Town Recorder Janet Jennings reported that the overall finances of the Town was in good shape. Alderman Wolfe made the motion to approve the Financial Report as presented, seconded by Alderman Countermine and it duly passed.

Communications from the Mayor was the next item on the agenda. Mayor Vest said the Progressive Dinner was wonderful this year, and there was record attendance for the Tree lighting ceremony and the Christmas parade. Mayor Vest expressed his appreciation to Town staff for their hard work in putting all the events together.

Mayor Vest announced that he accepted the check from the Tennessee Department of Environment and Conservation for the Local Parks and Recreation Fund Grant in the amount of \$2,445,250.00 for Tiger Park project.

Mayor Vest said Committee Appointments was the next item on the agenda. Mayor Vest recommended the following committee appointments and re-appointments:

1. Tree and Townscape Board, with terms expiring January 2026: re-appoint Lori Rosenoff, Sue Henley, Geoff Hoare, and John Browning.

2. Historic Zoning Commission: Marcy Hawley to fill an un-expired term ending September 2024.
3. ISC (International Storytelling Center) Board of Directors: Appoint Terry Countermine and Dana Helvey.

Alderman Wolfe made the motion to approve Mayor Vest's recommendation of committee appointments and re-appointments as presented, seconded by Alderman Causey and duly passed.

Mayor Vest asked Jim Nease to come up to accept the Employee of the Month Award. Mayor Vest read the following:

*I am nominating Jim Nease for the December Employee of the Month. What Jim has added to Jonesborough as an employee has been crucial to the success of the water quality department. Having served Jonesborough for over 34 years, his undeniable dedication to the job shines through every single day without fail. Though he has only been in the water quality department just over a year, he has excelled in every task and challenge he has faced. He stepped up and took charge of the meter installation project, aiding VEPO every step of the way with finding, locating, marking, and changing meters while still maintaining his regular line flush points daily. Whether it is his willingness to work overtime most weeks, often in the early morning hours no matter where the job is, or his overall stellar performance and overachievement to help others, all of these qualities makes him a worthy candidate. More recently, Jim has worked assiduously in ensuring the continuity of the exceptional water quality for the Town of Jonesborough. He effortlessly met the rigorous water examination standards set by the State of Tennessee, which garnered him well-deserved accolades. He has obtained the most remarkable results for the state water quality analysis that have been observed in the last 7 years, achieving optimal success for the Town of Jonesborough. It is for these reasons I am nominating Jim Nease for December Employee of the Month. Thank you for your consideration.
Submitted by: Arite White, Water Quality Director*

Mayor Vest asked Jim Nease if he had any comments. Jim Nease said he was thankful for being nominated.

Citizens Comments was the next item on the Agenda. Mayor Vest asked if there were any citizens present that would like to comment at this time. There were no comments.

Alderman Communications was the next item on the agenda. Mayor Vest asked the Aldermen if they had any comments. Alderman Countermine said Rachel Conger did a wonderful job on the Christmas parade. Alderman Wolfe said the traffic signal has been installed at Tiger Way and Jackson Boulevard (Hwy 11-E) is blinking caution for the next several days, and asked that the community to please practice patience.

Alderman Wolfe noted that the new Jonesborough K-8 School is stunning, the parking lot has been paved at Lincoln Park and looks fantastic; and the attendance for the parade was great and commended the police, fire and public safety for a great job. Alderman Wolfe said there is a conserved effort to open another roadway to the new school off of Boones Creek Road. Alderman Causey expressed her appreciation for the love and concern shown to her and her family during the passing of her husband, Bud Causey, and for the wonderful job that the Police and Fire Departments on escorting the funeral procession to the VA cemetery at Mountain Home in Johnson City.

Town Attorney Comments was the next item on the agenda. Matthew Musgrove said there was nothing to report.

The first item under Old Business was approval of an Ordinance on second and final reading to amend Title 10 of the Town of Jonesborough Municipal Code By Adding Chapter 4 - Parks, Green Spaces, Trails, and Public Property. Mayor Vest asked the Aldermen if they had any comments or questions. There being none, Alderman Wolfe made the motion to approve on second and final reading the Ordinance amending Title 10 of the Town of Jonesborough Municipal Code By Adding Chapter 4 - Parks, Green Spaces, Trails, and Public Property. Alderman Dickson seconded the motion and it was duly passed.

INSERT ORDINANCE

The next item was an addition to the agenda for consideration of No U-turn at the new traffic signal at Tiger Way and Jackson Blvd. Alderman Wolfe made the motion to approve the addition to the agenda as requested, seconded by Alderman Causey and duly passed.

Mayor Vest said the recommendation is approval of No U-Turn at new traffic signal at Tiger Way and Jackson Blvd including the east and west sides. Mayor Vest asked the Aldermen if they had comments or questions. There being none, Alderman Wolfe made the motion to approve the No U-Turn at the new traffic signal at Tiger Way and Jackson Blvd, including the east and west sides, as presented. Alderman Dickson seconded the motion and it was duly passed.

The next item on the agenda was approval of the 2024 Employee Holiday Schedule. Mayor Vest asked the Aldermen if they had questions or comments. There being none, Alderman Countermine made the motion to approve the 2024 Employee Holiday Schedule as presented, seconded by Alderman Wolfe and duly passed.

INSERT SCHEDULE

The next item on the agenda was approval of a Resolution setting the 2024 Regular Meeting dates of the Board of Mayor and Aldermen. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Dickson made the motion to approve the Resolution setting the 2024 Board of Mayor and

Aldermen Regular Meeting as presented, seconded by Alderman Wolfe and duly passed.

INSERT RESOLUTION

The next item on the agenda was approval of a Resolution authorizing the Town to participate in a Public Entity Partners Cyber Security Matching Grant Program. The Town's insurance carrier, Public Entity Partners, has introduced a Cyber Security grant program to encourage entities to secure cyber security measures and reduce liability for the Town. The Town has already embarked on many advances and upgrades to our cyber protections, one of which was to meet the eligibility requirements for PEP's cyber security extension before March 2024 and this grant will help offset funds already appropriated for measures the town has budgeted for FY24. Training and backup software advancements are among the components of moving us towards the PEP extension. The grant program is a 50% match, and our eligible maximum reimbursement amount is \$1,500.00. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Wolfe made the motion, seconded by Alderman Countermine, to approve the Resolution authorizing the Town to participate in a Public Entity Partners Cyber Security Matching Grant Program. The motion was duly passed.

INSERT RESOLUTION

The next item on the agenda was approval of the bids for the McKinney Center interior painting. The work to be performed is to paint the entire interior of the facility including 3 classrooms, the auditorium, stage, an office, hallways, kitchen, all ceilings, restrooms, all walls, trim, beadboard, doors and doors with windows. The work would also include removing acrylic panels from interior windows for cleaning and replacing. As indicated by Ms. Hammons, four companies bid and only one included the full scope which included painting the auditorium ceiling. Quad City was the only bidder to include painting the auditorium ceiling as required, and their bid received was in the amount of \$35,100.00. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Countermine made the motion to approve awarding the bid for interior painting of the McKinney Center to Quad City Builders in the amount of \$35,100.00, as presented. Alderman Dickson seconded the motion and it was duly passed.

The next item on the agenda was approval to award the Skyline Drive paving contract to Pavewell in an amount not to exceed \$65,000.00 as an add-on to the Pavewell North Cherokee project. Town staff requested a quote from Summers Taylor and Pavewell. Summers Taylor is the contractor working on the school project and Pavewell was the low bidder awarded the sidewalk and paving on North Cherokee Street. Summers Taylor submitted a bid of \$81,550.00. Pavewell submitted a base bid of \$43,230.00, with an additional not to exceed amount of \$21,750.00 for leveling as needed. This puts Pavewell's bid at \$64,980.00. Pavewell also stated this figure could be less depending on the amount of leveling that may be needed prior to resurfacing the

roadway. There are funds available in the Street Department budget to cover the cost of this project, there is a very limited window of time to get this project completed. Mayor Vest asked the Aldermen if they had any comments or questions. There being none, Alderman Wole made the motion, seconded by Alderman Dickson, to approve awarding the Skyline Drive paving contract to Pavewell in an amount not to exceed \$65,000.00 as an add-on to the Pavewell North Cherokee project. The motion was duly passed.

The next item on the agenda was approval of a Facility Use Agreement with the Jonesborough Repertory Theatre (JRT). The Facility Use Agreement is intended to be utilized until such a time that a more comprehensive facility use agreement be prepared in advance of the Jackson Theatre opening. Currently the only performing entity is JRT and therefore the agreement is made between the Town and JRT. The proposed agreement has been reviewed and edited by Town Attorney Jim Wheeler. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Countermine made the motion to approve the Facility Use Agreement with the JRT as presented. Alderman Dickson seconded the motion and it was duly passed.

INSERT AGREEMENT

There being no further business the meeting was duly adjourned.

JANET JENNINGS, RECORDER

CHUCK VEST, MAYOR