

BOARD OF MAYOR AND ALDERMEN

CALLED MEETING

DECEMBER 12, 2018

The Board of Mayor and Aldermen (BMA) met in a Called Meeting on Wednesday, December 12, 2018, at 7:00 a.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Chuck Vest called the meeting to order. Upon call of the roll those present were: Mayor Chuck Vest, Alderman Virginia Causey, Alderman Terry Countermine, and Alderman Adam Dickson. Alderman David Sell was absent. Also present were: Town Administrator Bob Browning, Town Recorder Abbey Miller, Operations Manager Craig Ford, and Town Attorney Jim Wheeler.

The only item on the agenda was approval of the minutes for the October 26, 2018, Called Meeting and the November 12, 2018, Regular Meeting. Motion was made by Alderman Countermine, seconded by Alderman Causey and duly passed, to approve the minutes of the October 26, 2018, Called Meeting and the November 12, 2018, Regular Meeting.

The meeting was adjourned.

ABBEY MILLER, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

CHARTER MEETING

DECEMBER 12, 2018

The Board of Mayor and Aldermen (BMA) met in a Charter Meeting on Wednesday, December 12, 2018, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Vest called the meeting to order.

Mayor Vest asked Chancellor John Rambo to come forward and administer the oath of office to the recently elected members to the Board of Mayor and Aldermen of Jonesborough, Tennessee.

Chancellor Rambo administered the following oaths:
Under the provisions of the Charter of the Town of Jonesborough incorporated as Mayor and Aldermen of Jonesborough, Tennessee, the present term of Office of the incumbent Mayor and two (2) Aldermen expires as of this date, and it having been made to appear that an election was held on November 6, 2018, with the following elected: Aldermen Stephen Callahan and Virginia Causey and Mayor Chuck Vest.

INSERT OATHS

Mayor Vest thanked Chancellor John Rambo for administering the oaths.

The meeting was adjourned.

ABBEY MILLER, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

DECEMBER 12, 2018

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Wednesday, December 12, 2018, at 7:00 p.m. at Town Hall, 123 Boone Street, Jonesborough, TN.

The only item on the Public Hearing agenda was the Ordinance establishing an on-premise special event beer license available to restaurants under certain conditions. There were no comments.

The Public Hearing was closed.

ABBEY MILLER, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

CALLED MEETING

DECEMBER 12, 2018

The Board of Mayor and Aldermen (BMA) met in a Called Session on Wednesday, December 12, 2018, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

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

Upon call of the roll those present were: Mayor Chuck Vest, Alderman Stephen Callahan, Alderman Virginia Causey, Alderman Terry Countermine, and Alderman Adam Dickson. Also present were: Town Administrator Bob Browning, Town Recorder Abbey Miller, Operations Manager Craig Ford, and Town Attorney Jim Wheeler.

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

1. Approve the following bills for payment:

<u>VENDOR</u>	<u>AMOUNT</u>
A-Z Office Resources	819.82
Advance Auto Parts	7.83
AFLAC	2783.77
Allan Dearstone	9.60
Allen Weems	216.94
AlSCO	112.77
American General Life	106.52

American Home Supply	780.00
Angie Sheek	27.00
Ann Mason	13.56
Appalachian Light & Pro	1692.60
<u>VENDOR</u>	<u>AMOUNT</u>
Appalachian Printing	160.00
Applied Maintenance	289.94
Archer Electric Service	475.00
Aulick Chemical Solution	13,731.30
Auto Zone #2087	143.95
Bank of Tennessee	8982.12
Barbara L Bogart	504.00
Barnes Exterminating Co.	320.00
BKT Uniforms	135.96
Blue Cross-Blue Shield	8039.28
Blue Ridge Medical Mgmt	2699.00
Blue Water Industries	4297.61
Bobcat	69.98
Boone Street Market	81.23
Branham Corporation	191.64
Brenden Bohannon	12.00
Builders First Source	1209.60
Building Systems	360.00
Bulls Eye Graphics	359.40
Celebrate	280.00
Central paper and Supply	51.58
Centralized Child Support	378.00
CenturyLink	128.62
Chappell's Pest Control	100.00
Christopher D. Alley	180.00
Cintas Corporation #202	687.44
Cintas First Aid & Safe	234.63
City Electric Supply	30.00
Climate Changer	801.08
Coast to Coast Computer Ink	89.99
Companion Life Insurance	900.41
Consolidated Pipe & Supply	106.00
Core and Main	2740.00
Corechem	5995.62
D.Todd Wood	5300.00
Dakota Stephen Conkin	25.00
Darrell W Brinson	45.00
David Cook	510.00
Denis Dwayne Brooks	525.00
Dianne Barker	13.59
Dry Clean City	14.00
East TN Rent-Alls	1841.10
Easy Badges	39.95
Ecosafe Landfill YA	7449.95
Electric Motor Repair	79.05
Elite K-9, Inc.	1295.85
Fastenall Company	9.22
Fenco Supply of JC	20.69
Ferguson Enterprises #5	14428.03
Fire Extinguisher Co	410.45
First Tennessee Bank	3792.73
Fleenor Security System	487.50
Food City	95.86
Foster Signs	164.00
Fuelman	3777.34
G & C Supply Co.	40400.58

Gall's LLC	2587.31
Gary Varner	11.96
General Shale MSC 30523	85.08
Grainger	75.54
Grand Rental Station	99.45
<u>VENDOR</u>	<u>AMOUNT</u>
Grice Industries	345.00
GRW Engineers, Inc.	165.94
GT Distributors	183.45
Gulf State Distributors	650.00
Harbor Freight Tools	93.20
Heather Allen	400.00
Heisse Johnson Hand Up	235.65
Henry Schein, Inc.	82.25
Home Depot Credit Svc	402.61
Hunter Curtis	45.00
Idexx Distribution, Inc.	1166.92
Information Age	109.95
Ingles #4205	187.64
International Storytelling	125.00
J.L. Jacobs & Assoc.	21375.00
Jamie F Aistrop	4000.00
Jani-King Tri-Cities	3209.90
Jefrey Keith Dixon	100.00
Jennifer Ross Bernhardt	20.26
Jeri Jones	39.20
Johnson City Insurance	50.00
Jonesborough Art Supply	23.00
Jonesborough HRA	7495.00
Jonesborough Kiwanis	240.50
Jonesborough Senior Center	231.02
Jonesborough Water Dept	1271.13
Jonesborough/Washington	3750.00
Judith Didier	10.00
Kathy Storey	25.00
Knock Out Chemicals, IN	1021.65
Labtronix	2280.69
Landmark International	633.63
Liberty National	2249.56
Lora Darlene Hatley	264.00
Lowe's	8046.09
Lucas M. Schmidt	300.00
Madelyn Rohrer	15.96
Mahoney's Sportsman's	403.98
Matthew Bender & Co.	362.77
Matthew Byrd	9.60
McKinney Center	16.00
Meade Equipment	579.63
Medworks Occupational	170.00
MHC Kenworth – Kingsport	500.02
Michelle R Weintre	500.00
Microbac A/R	286.70
Mitchelle 1	1728.00
Mt. States Rehabilitation	718.20
Municipal Emergency	573.94
Nafeco, Inc.	830.00
Nancy Kavanaugh	12.00
Nationwide Retirement	2015.00
Office Depot Business	16.98
Office of the Chapter 1	442.00

Old School Auto Parts I	2601.34
Olde Towne Hardware	444.02
Olde Town Small Engine	126.65
Osborne Electric Inc.	1025.55
Pace Analytical National	1940.00
Pamela Gail Johnson	750.00
<u>VENDOR</u>	<u>AMOUNT</u>

Pamela Jean Smith	80.00
Pardue Photographic	40.00
Parish Nursing	548.00
Permatile	6075.12
Peter Montanti	59.20
Porter's Tire Stores	2821.88
Power Equipment Co.	549.88
Precision Tool & Mold, I	250.02
Print Distribution Serv	931.25
Public Entity Partners	167.90
Pulp Print House	25439.00
Push Pedal Pull	594.00
Quality Trophy & Engraving	69.00
Rachel Conger	170.80
Raymond Smith	84.69
Ready Mix USA	1114.00
Reliance Standard (Vol)	467.32
Rene Halbadier	19.20
Rhino	2209.97
Ricoh USA, Inc.	7347.06
Ricoh USA, Inc.	149.43
Saratoga	2432.25
Saratoga Financial	11032.67
Schaeffer's MFG Co.	3246.00
Shirt Tail Designs	114.15
Shred-It	47.73
Snapp's Lawncare	1140.00
Southern Rebar & Supply	124.30
Spectra Environmental	199.98
Stafford Custom Graphic	10505.08
Standard Forms	800.85
State of Tennessee	120.00
Stevi Dian Ash	150.00
Stowers	1584.29
Summers Hardware	354.98
Summers-Taylor Inc.	723.57
Supplyworks	1881.87
TARS	180.00
Taylor's Auto Body Repa	1424.36
TBI-Fiscal Services	58.00
Tennessee 811	3029.65
Terminix Processing Cen	285.00
The Posy Shop of J'Boro	75.00
The University of TN	250.00
Thomson Reuters – West	170.91
TN Bureau of Investigation	560.00
TN Dept of Revenue	1320.55
TN Dept of Revenue	93.10
TN Dept of Safety	498.75
TNVA Energy Solutions	108.75
Tonya S Van Hook	264.00
Town of Jonesborough	169.38
Town of Jonesborough	7950.00

Town of Jonesborough	1031.69
Tractor Supply Credit	49.99
Transunion Risk &	25.00
Trevor Lowe	60.00
Trigg Enterprises	46.75
Triplett Farms	937.50
Truckpro LLC	84.35

<u>VENDOR</u>	<u>AMOUNT</u>
United Parcel Services	38.39
United Rentals	67.98
United Way	333.58
USA Blue Book	4549.21
Verizon Wireless	138.86
Vermeer Heartland	1277.74
Wash County Highway Dep	645.48
Washington Farmers Coop	155.98
Waste Management	1960.62
West Hills Ford Tractor	83.10
White's Auto Parts	242.29
William Beagle	800.00
Williams Electric	1619.13
Wiseman's Inc	493.48
Workman Publishing Co	37.90
TOTAL	\$409,478.51

<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
90943-91084 AP	116,557.36		
91085-91089 AP	2,065.30		
91090-91114 AP	28,489.29		
91115-91117 AP	1,67.50		
91118-91145 AP	45,327.70		
91146-91152	24,107.12		
91153 AP	600.00		
91154 AP	6,612.20		
91155-91156 AP	1,288.20		
91157-91190 AP	14,184.30		
91191-91197 AP	10,352.55		
91198-91199 AP	5,469.19		
91200-91212 AP	<u>13,789.81</u>		
	\$270,030.52		
58409-58473 AP		233,587.48	
58474 AP		46.45	
58475-58481 AP		3615.88	
58482-58493 AP		24,870.18	
58494-58497 AP		35,863.56	
58498 AP		7,487.24	
58499-58504 AP		4,677.69	
58505 AP		140.67	
58506-58507 AP		3,587.72	
58508-58509 AP		<u>2,170.44</u>	
		\$316,047.31	
<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>

8139-8156 AP	16,137.93
8157 AP	95.00
8158-8161 AP	3167.18
8162-8163 AP	<u>\$163.58</u>
	\$19,563.69

2. Approve the following Town Administrator Report:

Wastewater

We continue to handle all I&I (infiltration/inflow) coming into our sewer collection system without any violations. We will continue working on reducing I&I weather permitting. There is only so much we can accomplish with the on-going wet weather. The construction crew completed the household sewer connection project on the Boones Creek Road, and moved to construction of the sewer line connection to the new Fleet Maintenance Building. We still have the construction of new service to an additional location on Boones Creek Road and a new service on S. Cherokee resulting from annexation. Both of these service connections include extensions that make them much more complex projects that need a period of good weather to implement. The new service extension on the Boones Creek Rd. requires a bore under SR-354. There are corrective actions needed at problem areas on S. Cherokee St., at College and 2nd Ave., and on West Main Street. Some of this work may be slip-lining, which is putting a slightly smaller pipe inside the existing pipe. We will get to these corrective maintenance projects as soon as possible. We have TDEC approval on the collection line installation from N. Cherokee Street to Smith Lane that is associated with the Cherokee Smith Connector, but that cannot be constructed until the connector grading has been completed.

While other work cannot take place, some of the sewer staff have been working on the build-out of the new Wastewater Building. The building has been framed out including the second-floor storage area. Electrical work is essentially complete and the other utilities as well. Wall finishes are currently being installed. The work being undertaken is quality work at minimal cost.

Infiltration/Inflow – The next step is to reduce I&I through manhole lids in the collection system. However, every individual manhole lid has to be measured accurately before the rubber seals can be ordered. It is likely to take until spring to accomplish this task.

Pump Station Elimination – We have to set up a meeting with TDOT’s area utility personnel to get their acceptance of the collection line going through the box culvert under Jackson Blvd. It is better to have this conversation with TDOT after water flow through the culvert recedes. The constant rain events have not allowed flow to diminish.

Water

The constant rain events increase the number of leaks in our system, and our ability to focus on anything but repairs. We have made progress with some of the extensions, but not much on pipe replacement as part of our water loss program. Mike McCracken has two employee applicants coming to the BMA for approval. Water Distribution will be fully staffed.

Water Treatment – Mark Brumback has been working on longer range plans to enhance our treatment process and help eliminate disinfection by-product issues. While some of the improvements are costly like Paul membrane filters, and the construction of a new large reservoir fairly close to the Water Plant that will flow up and down on the same basis as the Persimmon Ridge Tank, other steps are doable with no debt service. For example, I have discussed previously the value of adding Paul membrane filters to our treatment process. This is an expensive improvement, but it will have a major long-term impact. It will require a building

expansion of our water plant. The expansion is much less in size than our existing plant, but the new filters would at least double the treatment capacity of the plant and eliminate the solid organics coming through the treatment process. We would still use our existing filter basins, but we would take out the sand and anthracite and replace that material with a granulated carbon screen along with only granulated carbon in those basins. With the removal of the solids through the Paul filters, then the existing filters (now treating up to 4.2 million gallons per day) will handle flows up to eight (8) million gallons per day. The granulated carbon will pull out the dissolved organics in the water that also interact with chlorine molecules and generate the disinfection by-products we are required to remove. The quality of our water should be even more outstanding with the use of the MIOX disinfectant, the high level of particle removal through the Paul membrane filters, and the finish water treatment through the granulated carbon.

A short-term fix can be replacing the anthracite media that is on the sand with granulated carbon to get more by-product removal through our treatment process. It would take about 2-3 years to go through the design, bidding and construction process to develop the new treatment capability and to at least double the capacity of the Water Treatment Plant. We are operating about 75% of our treatment capacity, and when we hit 80% the State will expect us to be moving forward with plans for improvements. When the Jimmy Neil Smith administration started in 1978, the Town had a nine-year-old water treatment plant that could not produce enough water to handle the number of customers at that time. The Town was placed on a water tap moratorium. The old plant had to be abandoned even though there was a remaining debt service of \$1.5 million. The new plant was constructed using Farmers Home Administration funding, and has served the Jonesborough Water System, which has grown substantially, for forty (40) years in 2019. The plans being discussed would be to add on to this facility and not replace it, so we are maximizing the benefits of the Town investments in facilities.

I will be working with Mark Brumbach and GRW Engineering to look at phasing improvements and developing a short-term and long-range plan for improvements. We need to be out front of needed improvements and not have to respond in a crisis mode. That is how we maximize the benefit of our financial investments.

By-Products Reduction – The discussion above does greatly enhance by-product reduction, but we are looking at other measures to reduce the likelihood of any by-product violations. We are looking at the cost of installing a mixer in the Persimmon Ridge Reservoir that would reduce THM's in that tank. We have to get power to the Persimmon Ridge Tank site, but that would be a relatively small cost. Mark Brumbach has located a Knoxville operation that can test for THM's for a minimum cost. He is working on a plan to test a number of locations in our system in order to see where the THM's are being generated. With that information, there are some in-line THM removal systems that are very cost effective that can be placed at critical spots in the water distribution system that could have a big impact on removing and reducing the THM (Trihalomethanes) that are a disinfectant by-product we have to keep below a certain level.

We ran our quarterly by-products test on Wednesday, so we should receive our results the first of next week. With the cooler weather, we are hoping for good results.

Water Loss – Mike McCracken has ordered parts and materials to install the pressure reducing valve that will reduce water pressure in an area off Leesburg Road in which we continue to deal with a number of leaks. He has to receive a vault and a couple of small components and then he will make the improvements. We continue to have really good results from our zoning. Leaks are up a little bit, but most of them are service lines, galvanized, and cast-iron lines that are impacted by shifting ground in constantly wet weather.

Note: Mike McCracken says he is very pleased with the desire and abilities of Kevin Brobeck, his new Assistant Distribution Superintendent, and the shift of Jimmy Green to a supervisory role.

Transportation

Jackson Blvd – Boones Creek Rd Intersection – There is some additional directional signage being installed, but the project is essentially complete and operating well. We have the speed limit and reduce speed ahead signage to extend the 30-mph zone on the Boones Creek Road, but TDOT has asked us to let them close out their project before changing any of their signs.

Persimmon Ridge Road & W. Main Street – This project is essentially complete and operating very well as well.

N. Cherokee St./Smith Lane – I have communicated by letter with TDOT about the BMA's selection of Mattern & Craig to design the Smith Lane/Jackson Blvd. traffic signal. I have not heard back from TDOT.

Franklin Ave – This is finished as well except for some striping. The County Highway Department did a great job, and we were told they closed the asphalt plant for the winter after they finished Franklin.

2nd Ave and Jackson Blvd – We are still trying to work this project in our schedule. If we can get some decent weather and Summers Taylor is making asphalt, we will try to fit it in.

Paving. – We still have to pave the end of Willow Lane and our Equipment Shed area at the Fleet Maintenance building to pave.

Grants

LPRF Grant – We are waiting on a design plan for the fuel stand at the Recycling area. We need to move our fueling operation to the Recycling Center as soon as possible. When the Equipment Shed base is paved and the Fuel Island moved, we will remove existing facilities and start moving/compacting dirt at the park site behind the Senior Center.

CDBG Façade Grant – There are bids on the BMA meeting agenda that are associated with both the Tourism Enhancement and Façade grants. With BMA and funding agency approval, we hope to get these project costs under contract.

Jackson Theatre – The BMA has received recommendations related to the structural work associated with the Jackson Theatre. The low bid was \$1.7 million, but it is the extensive and critical work that needs to be in place before Town and Carter County Crew can begin work.

Maintenance Buildings Project – The Wastewater Building is moving along and hopefully they can move into the building in January. The Carter County Work Camp Crew has been working in the Fleet Maintenance Building. They will go back and forth between Fleet Maintenance and the Stage Door buildings. The sewer connection is close to being completed, and the rocked area around the building greatly improved despite the weather. I have previously mentioned that TDOT approved our existing ingress and egress location off SR-353 which saved us close to \$100,000.

JRT Warehouse – Weather permitting, the contractor is supposed to start on the JRT Warehouse building the last week in December. The pad for the building has been graveled and prepared for construction.

Community Meetings - I have continued preparing agenda presentations for the BMA meetings, the Planning Commission, Tree & Townscape Board, Traffic Advisory Committee, JRT Board of Directors, and minutes for most.

3. Approve the following Operations Manager Report:

For the month of November, we lost the inmate crew for two weeks due to the Guard being on vacation. I participated in walk-throughs as a part of the bid process for the steel work at the Jackson Theatre.

Once the Jackson bids were received, the performance period for the actual work as listed at one year. As works has continued in the Stage Door, we are now at the point that the back half of the second-floor roof needs to be torn off and raised.

I do not want to undertake this project during the winter months due to the uncertainty of the weather. We need a minimum of two weeks dry weather to complete this part of the Stage Door project.

We are also at the point in the Stage Door where we need to get the new electrical installed. I am working now with the Electrician to make this happen.

It is for these reasons that I moved the prison crew from the Stage Door and had them begin the interior office space of the new Fleet Maintenance Building. We are so far behind there due to the weather that the only hope we have is to get the prison crew in there and get this knocked out.

The prison crew has worked about a week-and-a-half and we already have a lot of the framing completed. I have also been working with BrightRidge and the Street Department in order that we may get the 3-phase transformer installed so we can start working on the electrical for the building as well.

Wastewater is nearing the point in which they can start moving some storage items to their facility and hopefully their office space will near completion in another month.

We are at the point at the Fleet Maintenance Building that we are working on final grade. At that point we will also begin the process of moving storage items from Lincoln Avenue. At some point in the Spring we will have to move some things around in order to pave, but we have missed that paving opportunity at this point.

Both TDOT projects were finished this month and both projects have had a positive impact. We have dealt with some issues related to timing at the traffic signal at Boone and Jackson, but I think we have finally got the right timing combination in place.

It is also great to say we are finally finished with the Franklin Avenue project. We were fortunate in that we were able to get the Washington County Highway Department to pave for use. We have some striping to do at the intersection of Franklin and Main, but I will have a private contractor do that work.

Again, as with the last couple of months, we are continuing to struggle with the rain, but I am committed to doing everything we can to get us back on course at the Fleet Maintenance Facility. I have met with Malcolm a couple of times about the final grade at that facility.

4. Approve the following Committee Report: Jonesborough Planning Commission.

5. Approve the following Supervisor Reports: Parks and Recreation, Water Park, Fire Department, Water Distribution, Water Treatment, Building Inspector, Police Department, Visitor Center Manager, Environmental Services/Wastewater, Solid

Waste and Recycling, Director of Tourism and Main Street, JRT Artistic Director, McKinney Center, Street Department, and Animal Control.

6. Approve the hiring of two Water Worker 1's in the Water Distribution Department: Frederick Callins and Anthony Garrett at Grade 1 Step 1 (\$21,315), subject to all pre-employment conditions including WorkSteps.
7. Approve the hiring of Kathy Lamb as a part-time (averaging 25 hours per week) Payments Clerk in the Recorder's Office at Grade 4 Step 4 (\$12.96 per hour).

The next item on the agenda was the approval of the Financial Report. Mayor Vest asked the Aldermen if they had any comments or questions regarding the Financial Report. Alderman Callahan asked when property taxes are due. Abbey Miller said property taxes are due by February 28, 2019, and we should be at about 75% in collections at that point. Mayor Vest said the sales tax revenue is looking very good. There being no further discussion, motion was made by Alderman Causey, seconded by Alderman Dickson and duly passed to approve the Financial Report as presented.

Communications from the Mayor was the next item on the agenda. Mike McCracken, Water Distribution Superintendent, introduced his new assistant, Kevin Brobeck and his wife Stephanie. Mr. Brobeck thanked the BMA, Bob Browning, Craig Ford and Mr. McCracken for the opportunity to work for the Town. Mayor Vest read a thank-you note from Becca and Katelyn Oliver expressing their appreciation to the BMA and employees for all they did for their family during Bobby Oliver's passing away. Mayor Vest said the Tree Lighting ceremony was a wonderful event, the Christmas parade was great with many floats; he thanked staff for their hard work and efforts for all of this year's Christmas events. Mayor Vest read a thank you letter from a Town citizen on the great job that Malcolm Highsmith and the Street Department crew did on the snow removal last week.

Mayor Vest said there is a vacancy (due to the resignation of Ted Lynch) on the Jonesborough Planning Commission. The Mayor said he is recommending that Bryan Barnett be appointed to fill the vacant term. Alderman Countermine made the motion to appoint Bryan Barnett to the Jonesborough Planning Commission, seconded by Alderman Callahan and duly passed.

Mayor Vest said that Tammy Cloyd, 115 Shell Road, asked that he read the following thank you letter with regards to the Persimmon Ridge Road/West Main Street intersection project:

"I, Tammy Cloyd, a resident of our town, am writing this letter on behalf of myself, my family and many local citizens. We are so thankful for the recent completion of the road and intersection project located at the intersection of Persimmon Ridge Road and West Main Street. This road project involved a tremendous amount of planning, time and effort on the behalf of the Jonesborough employees and the Tennessee Dept. of Transportation. Their diligence and hard work made this long-awaited project become a reality. Our "NEW LOOK" is beyond anything we could ever have imagined. This "NEW LOOK" has made a busy, treacherous intersection into a much safer, driver-friendly experience. Everyone, especially truck drivers, applaud the many changes; additional and widened lanes, reflective road marking painted on the new asphalt, new traffic and highway number signs, new curbing and grade-work, relocation of utilities. THANK YOU for completing this much needed project – a job well-done!!! Our "NEW LOOK" will pave the way for future growth and developing in our city limits and in Washington County. I look forward to future projects as we work together to make our town a wonderful experience for visitors, tourists and developers.

Mayor Vest asked Glen Woodfin to come forward to accept the December, 2018, Employee of the Month Award. Mayor Wolfe read the following two nominations for Mr. Woodfin:

I would like to nominate Glen (Woodie) Woodfin for the Employee of the Month. For the past year and half, I have observed the leadership of Glen within the operation

of the Street Department, and his outstanding efforts and commitment to excellence in his assignments. Glen has always taken the role of supervision seriously, always willing to help other departments, in order to help projects, move forward. He is always early for work and usually leaving late. Glen always has a positive attitude, and is very knowledgeable of the everyday tasks that he faces each day. He is very dependable and is well respected by the staff; therefore, please consider Glen Woodfin for the employee of the month, due to his dedication to the Town of Jonesborough. Submitted by: Mike McCracken, Water Distribution Superintendent.

I would like to nominate Glen Woodfin for Employee of the Month honors for December, 2018. To say that Glen is an integral part of the operations of the Street Department would be a colossal understatement. Glen has been with our department for approximately 1.5 years, and has made a 10-year improvement in our operations already. Glen has his hand in nearly every move the Street Department makes. Glen is an excellent leader, motivator, supervisor and worker, as well. Glen is the very epitome of a "working supervisor". Glen has the respect of his men, as he asks them to do nothing that he would not or has not done himself. Most times, Glen will volunteer for the toughest, dirtiest most difficult task the crew will face on any given day. Glen and I joke, that if you volunteer for the worst job, no one will fight you over it! If you notice the streets are clean before an event, chances are Glen came in at 5:00 a.m. to run the street sweeper. If you notice traffic control for the event later that evening, either Glen set out the traffic cones, or he coordinated the traffic control and oversaw its implementation. Glen works with nearly every department in our Town, to make things happen behind the scenes every day of every week. He works with Water Distribution, Wastewater, Parks and Recreation, and coordinates equipment repair with Shane Atkins in the Garage. Glen coordinates traffic control for Tim Hensley to be able to pick up brush safely in dangerous locations. Glen works with each department on many levels to ensure the job, project or event is safe, well-coordinated, and all the projects are in place. Glen even coordinates asphalt patching/paving with Washington County. With winter weather approaching, Glen has already addressed equipment needs, repairs and supplies. Glen will be the first man to the shop on snowy nights, to start and warm up and prepare salt equipment for snow removal. No stone goes unturned by Glen, he is one of those rare folks who enjoys serving, working, and doing an excellent day's work, day-in and day-out. Glen even fields 2 dozen phone calls from me each day, adding to his never ending "to do" list! Glen takes it all in stride, and handles it well. As Glen says, "I've got big shoulders and this is what I signed up for". Glen is one of the most valuable employees this town has, beyond a doubt. If you see things looking well done, neat and tidy, or organized and completed on time, chances are Glen had a hand in that. It is for these reasons and so many more, that I believe Glen Woodfin should receive Employee of the Month honors for December, 2018. Submitted by: Malcolm Highsmith, Street Director.

Mayor Vest said Glen Woodfin was a two-time Employee of the Month, being awarded the honor in May also. The Mayor then asked Mr. Woodfin if he had any comments. Glen Woodfin said he was thankful and appreciated Operations Manager Craig Ford for putting him, Malcolm Highsmith and the Street Department crew together because it's all a team effort.

Alderman Communications was the next item on the agenda. Mayor Vest asked the Aldermen if they any had anything they would like to address. Alderman Countermine commented that everything in the Town looks good. Alderman Dickson asked that everyone keep Solid Waste and Recycling Director Jeff Thomas and his family in their prayers due to the death Jeff's mother Mary Thomas O'Pharrow. Alderman Dickson said he had spoken with some of the residents in the condos along Old State Route 34 across from the new Fleet Maintenance Facility, and they are very pleased with what the Town has done so far. Alderman Causey said she had no comments. Alderman Callahan said he is happy to be on the BMA; he added that he had attended the JRT USO Christmas Show and was very impressed.

Town Attorney Comments was the next item on the agenda. Attorney Wheeler said that he had no new litigation to report. He said he is anticipating that the two

pending claims against the Town will be resolved this month and that he can report no claims at the January, 2019, BMA meeting.

Citizen Comments was the next item on the agenda. Mayor Vest asked if there were any citizens who would like to make comments at this time. Ruth Verhegge, 601 West Main Street, thanked everyone who participated in the Shop With A Cop celebrity bagging event at Food City on Friday, December 7th. Ms. Verhegge said over \$1,000 was raised.

The first item under Old Business was second and final reading of an Ordinance establishing an on-premise special event beer license available to restaurants under certain conditions. There being no discussion, the motion was made by Alderman Countermine, seconded by Alderman Callahan, and duly passed to approve on second and final reading an Ordinance establishing an on-premise special event beer license available to restaurants under certain conditions.

INSERT ORDINANCE

The first item under New Business was approval of a Resolution setting the Board of Mayor and Aldermen 2019 meeting dates. Mayor Vest asked the Aldermen if they had any conflicts concerning any of the meeting dates proposed in the Resolution. No Alderman indicated a conflict with the dates. Motion was made by Alderman Dickson, seconded by Alderman Countermine, and duly passed to approve the Resolution setting the Board of Mayor and Aldermen 2019 meeting dates.

INSERT RESOLUTION

The next item on the agenda was first reading of an Ordinance annexing certain property owned by the Town of Jonesborough in the present corporate boundaries of the Town of Jonesborough, Tennessee. Town Administrator Bob Browning said with the construction of the Fleet Maintenance Facility that it was discovered that the 9.82 tract of land owned by the Town, purchased from the Rosenbaum family, was not within the Town limits. Mr. Browning said that the annexation will go to the Planning Commission along with a proposed Plan of Services for their approval before it comes back to the BMA for second and final reading. There being no further discussion, the motion to approve on first reading the Ordinance annexing Parcel 107 on Washington County Tax Map 59L, a 9.82-acre parcel owned by the Town of Jonesborough, into the city limits of the Town of Jonesborough was made by Alderman Callahan, seconded by Alderman Countermine and duly passed.

The next item on the agenda was first reading of an Ordinance to rezone certain property within the corporate boundaries of Jonesborough, Tennessee from R-1 (Low Density Residential) District to PRD (Planned Residential Development) District. Bob Browning said the Roy Phillips heirs are requesting the rezoning for their two parcels which has a combined total of eight (8+) acres located off East Main Street. Mr. Browning said the rezoning is recommended by the Jonesborough Planning Commission. Alderman Causey made the motion to approved on first reading an Ordinance rezoning Parcels 269 and 270 on Washington County Tax Map 052 from R-1 (Low Density Residential) District to PRD (Planned Residential Development) District, seconded by Alderman Countermine, and duly passed.

INSERT ORDINANCE

The next item on the agenda was first reading of an Ordinance to rezone certain property within the corporate boundaries of Jonesborough, Tennessee, from R-1 (Low Density Residential) District to PRD (Planned Residential Development) District. Mr. Browning said that Dan Eldridge has an option to purchase the four (4+) acre property from Janice Randolph which is located at the top of the ridge off North Cherokee Street above the future Cherokee Smith Connector east of the forty (40) acre tract Eldridge property recently rezoned to PRD. Mayor Vest said the PRD zone is a better choice because it is more restrictive and requires underground utilities, decorative street lights

and sidewalks. Alderman Callahan made the motion to approve an Ordinance on first reading rezoning Parcel 31 on Washington County Tax Map 052 from R-1 (Low Density Residential) District to PRD (Planned Residential Development) District, seconded by Alderman Causey and duly passed.

INSERT ORDINANCE

The next item on the agenda was the approval of bids for the structural work and the marquee and vertical signage for the Jackson Theatre renovation project. Mayor Vest said two bids were received for the structural work and the low bid came in pretty close to what was estimated several years ago. Mayor Vest asked Bob Browning when talking about the Façade grant for the front of the Jackson Theatre, if the \$207,000 amount referenced for structural necessity on the front wall is in addition to what has been bid on. Mr. Browning replied no, and added that when the project was bid out the bid page had a line that separated out the amount of the structural costs that was specific to the front wall. The Façade Block Grant is a 80% grant, and we wanted to know what the costs were on the front wall in order to make sure we had enough project cost to use as match; the amount that was strictly for the front wall out of the \$1,778,000 is \$207,000. Mr. Browning said we are going to be so far over-matched on the \$100,000 grant that we will probably drop the front wall structural work from the Façade Grant altogether so that we don't have to deal with ECD's grant criteria. He said we still have to put in a box office and doors, but that does not increase the structural work costs.

Mayor Vest asked Operations Manager Craig Ford to give an update on the work of this project. Mr. Ford said they had taken the Stage Door about as far as they could because of the weather. He said they are in a situation now where there is a large section of the roof, on the second floor of the Stage Door, that has to be removed and the walls are actually going to have to be raised to a higher level and then the roof be put back on. Mr. Ford said the problem with that is in working with the inmate crew, they felt like at a bare minimum they needed at least two weeks of guaranteed dry weather to get the work done and back under roof. He said he had been working with Ken Ross Architects on doing walk-throughs for the structural steel and the only thing that he and Mr. Browning were a little disappointed to learn was that once the steel bids came in, we are looking at probably one year to complete that part of the project. Mr. Ford said the plan had been that about the time we finished the Stage Door renovations, we could move right in and start work on the Jackson Theatre project. He said pretty much at this point all of the interior walls are framed out in the Stage Door. He said he has moved the inmate crew down to the Fleet Maintenance Facility to do the build out on the interior offices there. Mr. Ford said in the meantime he is working with the electrician to get all the electrical wiring in place in the Stage Door building, so when they get back to good weather, they can come back into the Stage Door to get the roof raised, install the sheet rock and finishes, and finish that project altogether. Mr. Browning said that anybody who attends the Repertory Theatre productions will appreciate the fact that through the donation from the Sonia King Trust of \$60,000, the seating and carpeting will be replaced in the Repertory Theatre, which will not be impacted by the roof project. He said the JRT has never had new seats, and the new seats and carpet are planned to be installed after the "Miracle Worker" play in February, and they are planning to use the inmate crew to do that work.

Craig Ford said he spent some time looking underneath the crawl space of the JRT building with former Mayor Kelly Wolfe. He said they wanted to look at the floor system to make sure we didn't have to do any additional shoring or anything like that to get ready for the new seats. Mr. Ford said they were pleasantly surprised at how really good it looked and he feels they can turn that project around rather quickly. He said he ordered the two subpanels that go into the Stage Door from the electrical company. He said it has been a real challenge in the Stage Door trying to figure out how they can get it finished to where they can be using it while they are working on the Jackson Theatre. Mr. Ford said they are using current power feeds in there now but they are also having to plan ahead because when the Jackson is finished, then power will actually come from the Jackson, and not only are they working with what they have now, but also looking

ahead to make sure we don't end up having to tear something back out that has been put in to make it work.

Mayor Vest thanked Craig Ford for leading the theatre complex project, which is very important to our Town. Mr. Ford said that the work on the Fleet Maintenance Building is going very well; the crews have done a good job and it is moving rather quickly. Mayor Vest asked the Aldermen if they had any comments or questions about the project.

Alderman Causey commented on the Jackson Theatre sign bid. She said the agenda presentation stated other sign companies in the area were contacted, but Snyder was the only company that submitted a bid. Alderman Causey said she had spoken with Tom Foster, Foster Signs, because she knew he had gotten upset over the Visitor Center signage, and Mr. Foster told her that he was never contacted on the Jackson Theatre sign bid. She asked Mr. Foster if he did that type of signage and he told her he did. Alderman Causey said she feels they need to table the sign bid or reject it so that Foster Signs could have the opportunity to bid on it. Mayor Vest said he agreed with Alderman Causey and that there is no reason not to have more than one bid. Bob Browning said he did not talk to Tom Foster personally, but the architect indicated they had talked with Foster Signs and they declined to bid. Attorney Wheeler said from a legal standpoint the Board would have to reject the sign bid and rebid it. Alderman Dickson said in the summary it states they want to spend the money as quickly as possible, and asked Bob Browning if it was going to affect the project. Mr. Browning said they would just have to use the same specs and get the bid out again. He said it would only cost them 30 days, but in the whole scheme of things that is not going to be that big of an issue.

Mayor Vest said they would take the recommendations individually, and the first one was the GRC low bid for structural work. Alderman Callahan asked Bob Browning if there could be any additional problems or concerns as we get further into the project and if it is determined we have bitten off more than we can chew and need extra funds above the \$1,700,000, how far will that get us. Mr. Browning said that the hardest part of the project and most difficult is determining what work should be contracted out instead of trying to do it ourselves. He said there is a lot of the finish work that the inmate crew will be doing in the Jackson Theatre project. Mr. Browning said an example is recently at the Storytelling Center, Craig and the inmate crew went in and essentially renovated the entire inside for around \$55,000; if they had contracted the work out, it would have cost a lot more than that. He said one of the issues is with estimating, costs when we are having the inmate crew do the work, especially in a historic building. Mr. Browning said we do have the backup money from the Sonia King Trust. He said \$100,000 has already been allocated to the Town for the warehouse being built for the JRT; the balance of those funds is around \$800,000 that is the backup money to be used for arts in Jonesborough. He said it is being held in reserve to make sure that we have enough money to finish out the theatre complex project. Alderman Callahan said from that standpoint it looks like we are in pretty good shape from the money aspect of it with that cushion there; we just need to get the project moving.

Motion was made by Alderman Callahan, seconded by Alderman Causey, to approve GRC, Inc. as the low bid contractor for the structural work associated with the Jackson Theatre renovation for \$1,778,000, and authorize the Mayor to sign all documents associated with this component of the project, to be paid from Rural Development and State Appropriation funding. Mayor Vest asked Abbey Miller to explain the Rural Development and State Appropriation Funding. Ms. Miller said that the State appropriation must be used for the Jackson Theatre project and must be used within a year. She said after completing the required documents, the Town received a \$400,000 check; those funds are in the Town's savings account and can be used as a match or whatever is needed for the project. Bob Browning said the Rural Development money is part of the Community Facilities loan that the Town received and includes all the work on the Stage Door and JRT projects. The motion was duly passed.

Motion was made by Alderman Causey to decline the bid from Snyder Signs for the production and installation of the marquee and vertical signage associated with the

Jackson Theatre renovation and rebid the signage, seconded by Alderman Callahan and duly passed.

The next item on the agenda was the Town's computer program. Town Administrator Bob Browning recommended the following: (1) The Town phase out any computer leases and maintenance agreements with Saratoga Technologies as soon as possible from an economic standpoint and legal basis as well. There is no question that we will save a substantial amount of costs with our computer program by purchasing computers outright and working with a local Jonesborough firm on an as needed and per hour costs basis; (2) Approve entering into an agreement with Cybertek Computer Solutions for professional services needed to handle computer-based purchase recommendations and maintenance services on an as needed and per hour cost basis at \$89 per hour, with computers, server, and other similar equipment owned by the Town and not under lease. Mayor Vest said this is something that we started talking about last year, especially during the budget process, on ways we can save a large amount of money. He said sometimes we can save a \$1,000 here and a \$1,000 there and after a while, it adds up. Mayor Vest said after talking with Craig Ford and Bob Browning, it is apparent that the Town is spending way too much money on the computer program. He said Alderman Countermine has been involved in the process of trying to move the Town in a different direction that in the long run will save us money. Mayor Vest said he feels making this change to the computer program is a no-brainer. Mayor Vest asked the Aldermen if they had any questions.

Alderman Dickson asked how this recent development with Saratoga would alter where we are. Mr. Browning said we would need to come back to the BMA in January for approval of the agreement with Cybertek. He said he has given the Board information in their packet which states it will be a simple contract, and they need to work out a response time and a cost per hour figure. Bob Browning said we would be changing to an agreement that essentially would be maintenance only because we would purchase the computers on the front-end. He said the lease agreements we have been in with Saratoga are cost prohibitive. Mr. Browning said one thing in terms of bringing this to the Board is we would change directions at this point and would not be entering into any new lease agreements on equipment because we will be purchasing the computers which will save a lot of money. He said we would be looking at the warranties ourselves opposed to going through another company like Saratoga. He said we are replacing computers too early; computers are being built better now and those are the kind of changes that staff is wanting the BMA to affirm. He said he does feel like in order to give the Board the most accurate information that he needs to have one more conversation with Eric Pardue from Saratoga for clarification on some issues. Mr. Browning said he is not speaking for Alderman Countermine but he is very comfortable with the change to a local company here in Jonesborough. He said they have interacted with Cybertek a number of times and he feels it would be very beneficial to the Town. Alderman Countermine said that he and Mr. Browning have met with Cybertek several times and he thinks there will not only be a cost savings but the support will be better. Alderman Dickson said going back to his original question and looking at the information that Eric Pardue of Saratoga sent this morning, that as a matter of diplomacy he feels Mr. Browning will want to have one more conversation with Mr. Pardue. Alderman Dickson asked Mr. Browning if he was comfortable with what he originally proposed. Mr. Browning said he is comfortable with it, but he also feels like the Town should look at any alternatives before the Board is asked to make a decision.

Craig Ford said he would like to make a comment. Mr. Ford said on the State of Tennessee statewide contract vendor list he could not find computer hardware at all. He said they have software and different programs for departments and that sort of thing, but added that there are some other alternatives out there. He said at one time he had a personal account with Dell and they have an entire government pricing wing for computer hardware from small desk top systems all the way up to servers. He said you obviously have to prove you are a government account, but you can make purchases a lot cheaper than what you could purchase from like Best Buy for the same product. Mr. Ford said he would work with Mr. Browning or Alderman Countermine to get some prices from some of the different Dell government programs. He said

Alderman Countermine could probably look at those and tell more about it than he could on whether the purchase price is good or not.

Bob Browning said the prices he gave the Board in packet were the prices that Cybertek said they could get directly from Dell, so we are making the assumption that the pricing for government accounts would end up being less than that, and even using non-government information we come out way ahead financially.

Mayor Vest said replacing computers every three years is probably not necessary. He said he is glad we are finally getting on board there. Mayor Vest said in the 25 years he has been working in the private sector, they have had computers they have used for 10 – 15 years; they just trade out a little bit of hardware. He said there are things about computers that can last a long time and they don't necessarily need to be changed out. Craig Ford said a lot of times it is just software upgrades that are needed. Mayor Vest said that probably just terminating the maintenance component is going to give an immediate cost savings in the thousands. He said Mr. Browning put in his information the cost of \$41,000 per year, and the first year we aren't going to save that much but there will be savings. He said we might have to enter into an agreement with someone to handle maintenance issues, but we are looking at a savings of tens of thousands of dollars in that area, which will make a difference in our General Fund.

Alderman Causey said the maintenance agreement we have with Saratoga renews October, 2019, so we are in a maintenance agreement with them until then. Mayor Vest asked if that is something that can be terminated. Mr. Browning said that is a question for Attorney Wheeler; what he has recommended is that we honor any existing obligations, and he is not recommending changing anything that we legally can't or should not change. Mayor Vest asked Attorney Wheeler to look over the Saratoga lease and if the Town can get out of it, we get out of it, and if we can't, we will work our way through it. Mr. Browning said part of it is the computers that we are purchasing ourselves after three years don't have to be in that agreement, and the main emphasis at this point in time is that we go to direct purchase of computers and equipment at the cheapest price possible. He said the agreement that Alderman Causey is referring to ends in August, 2019, and during that time period we will be changing over some additional computers. Abbey Miller said we can buy those computers out after the lease for about \$300. Attorney Wheeler asked if we are actually referring to the maintenance agreement or the lease agreement. Attorney Wheeler said there is a separate maintenance agreement. Bob Browning said that is correct and that Mr. Wheeler has a copy of that. Attorney Wheeler said we can try to negotiate out of the contract or if we can't do that, it could continue on until it expires. Mr. Browning said that is what is being recommended and he wants to talk with Eric Pardue one more time to see what is included in that agreement. He said we have to pay a certain amount regardless and it becomes a question then of whether we want to use Saratoga for maintenance or not. Mr. Browning said we will have to pay whatever we are obligated to pay but we don't have to use them for maintenance on the computers we own if we choose not to. Mayor Vest said in phasing out of the leases and maintenance agreements, we will work through that in the legal and smart way.

Alderman Causey said she feels they should give Eric Pardue the common courtesy, as a Town, to meet with Bob Browning one more time before we do anything on the computers and that is her motion. Mayor Vest asked Alderman Causey if she was talking about phasing out of the lease. Alderman Causey said she is recommending tabling the whole thing until the January, 2019, BMA meeting.

Alderman Callahan asked if the maintenance contract were paid out right now, would we be saving roughly \$20,000 this fiscal year. Mr. Browning said in terms of the remaining fiscal year if we were to end the obligation, that would be correct. He said he would recommend instead of doing what Alderman Causey has made a motion on that we just include the opportunity that if we are buying a computer, the recommendation on that is to allow Saratoga to bid against the State price, and if we are going that way, we just need to make the decision that we are doing that. He said if we get a State price

and they can beat that pricing, then they can compete for the computers and he feels that is certainly fair.

Mayor Vest said Recommendation #1 doesn't really apply, and he feels they are all in agreement that we need to phase out of the leases because they are costing so much and we can approve phasing out of the leases. He said we can give the courtesy to Saratoga to talk with us and we can talk to Cybertek about the maintenance of the computers in the future. Mayor Vest said we have a motion from Alderman Causey to defer both recommendations. Alderman Causey said she feels it is better to have it all come back in one month. She said as far as the leases are concerned, you can come out of them anyway; all you have to do is pay them out, and it doesn't require Board action to come out of the lease on computers. Mr. Browning said part of it is determining that we are not going to enter into any more leases, so it is not going to hurt us to wait. He said he doesn't have a problem with that and he also doesn't see that it impacts Saratoga negatively to go ahead and make a decision and they can quote on a new computer if they want to. Mr. Browning said in his memo to the BMA that in talking to Mr. Pardue about it, Mr. Pardue agreed that's what we can do if we need to go a different way as far as the leasing is concerned and that he just asks that he be given a chance to bid, which is reasonable.

Abbey Miller said when computers are coming out of lease if the computer is still good then we are just buying them and that way we don't have any obligation related to those computers. Mayor Vest said there needs to be a second to Alderman Causey's motion or another motion.

Alderman Dickson asked if the Board had to vote to defer or can we just defer without having to vote until next month. Attorney Wheeler said you can choose not to take action and move on to the next item. Alderman Dickson said he would like to move on to the next item. Attorney Wheeler said that there is a motion on the floor right now. Mr. Browning said Alderman Causey has made a motion to defer everything until the next meeting.

Alderman Countermine said one of the things he noted and finds concerning as he read through everything and worked with Mr. Browning, was that Saratoga didn't at any time suggest ways to help the Town save money, things he feels they should have told us about and didn't. He said for example in leasing a computer by the time the lease is over, we have paid three times the value of a computer and then they want \$300 for us to own it, and that makes no sense at all. Alderman Countermine said that was in the contract and could have been changed several times. He said he is not blaming Eric Pardue; Saratoga does business the way they need to in order to make money, but he feels going forward, especially with having some experience with Dell contracts because of the university, he is sure we can get the computers for a lot less money than we are getting them now. Alderman Countermine said he doesn't have any problem with anyone bidding on computers, but the State has a contract with Dell and he is going to do some exploring on that. He said Dell usually will set up a website and you can choose the type of computer you want and get a price. Alderman Countermine said he doesn't have any problem waiting, but he thinks going forward we should look at different options because the option we have right now is way more expensive that it should be. Mayor Vest said he agreed. Alderman Causey said all she is saying is that she feels we should do it all at one time.

Mayor Vest said he is going to let the motion on the floor fail because of the lack of a second and then the Board can move on to whether or not we want to defer this whole thing until January or approve Recommendation #1 and delay Recommendation #2. He said either make a motion to defer both Recommendations until the January meeting or approve #1 now and defer #2.

Alderman Dickson made the motion to defer both recommendations for the Town's computer program until the regular January 14, 2019, Board of Mayor and Aldermen meeting, seconded by Alderman Causey and duly passed.

The next item on the agenda was the Recreation management positions. Mayor Vest recommended that this item be deferred until the next meeting. Alderman Countermine made the motion to defer this item until the regular January 14, 2019, BMA meeting, seconded by Alderman Causey and duly passed.

There being no further business the meeting was duly adjourned.

ABBAY MILLER, RECORDER

CHUCK VEST, MAYOR