

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

February 10, 2014

The Board of Mayor and Aldermen (BMA) met in a public hearing on Monday, February 10, 2014, at 7:00 p.m. at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Wolfe said the Public Hearing was to address an Ordinance amending the Animal and Fowl Chapter of the Municipal Code clarifying provisions for hog pens and animal enclosures and asked if there were any citizens who would like to make a comment or express a concern about the amendments to the Ordinance. There were no comments.

Mayor Wolfe closed the Public Hearing.

ABBHEY MILLER, RECORDER

KELLY WOLFE, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

February 10, 2014

The Board of Mayor and Aldermen (BMA) met in regular session on Monday, February 10, 2014, at 7:00 p.m. at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Wolfe called the meeting to order and led the group in an opening prayer. Nancy Coeburn led the pledge to the Flag. .

Upon call of the roll those present were: Mayor Kelly Wolfe, Alderman Terry Countermine, Alderman Adam Dickson, Alderman Homer G'Fellers and Alderman Chuck Vest. Also present were: Town Attorney Jim Wheeler, Town Administrator Bob Browning, Town Recorder Abbey Miller and Operations Manager Craig Ford.

The next item on the agenda was the Consent Agenda. Mayor Wolfe asked if there were any items the Aldermen would like to have moved to the Regular Agenda for discussion. There were none. Motion was made by Alderman Vest, seconded by Alderman Countermine and duly passed to approve the Consent Agenda as follows:

1. Approve the minutes of January 13, 2014.
2. Approve the following bills:

<u>VENDOR</u>	<u>AMOUNT</u>
A-Z Office Resources	521.94
Adam Johnson	870.00
Aflac	2627.98
Aggregates USA, LLC	5749.80
Allan Dearstone	15.20

<u>VENDOR</u>	<u>AMOUNT</u>
American Waterworks Assoc.	191.00
Andy Oxy Company, Inc.	222.92
Appalachian Book Service	167.95
APWA	189.00
Aramark Uniform Service	848.50
Arcadia Publishing, Inc.	219.97
Archer Brothers Garage	964.61
ASCO Services, Inc.	4500.00
Auto Electric Co, Inc.	138.04
Auto Zone #2087	113.52
B&H Photo-Video	298.82
B&H Sales	419.60
Banc of America P&I	3073.83
Barnes Exterminating Co.	40.00
Billy J Miller	200.00
BKT Uniforms	357.90
Blue Cross-Blue Shield	68902.99
BMI General Licensing	297.22
Bradley Peterson	3.56
Branham Corporation	50.89
Brenntag Midsouth Inc.	216.42
California Contractors	99.78
Central Child Support	1100.08
Central Paper & Supply	2143.34
CenturyLink	283.50
Chappell's Pest Control	45.00
Charles M Lane	84.49
Chemetrics, Inc	67.49
Chief Supply	366.92
Cintas Corporation #202	235.59
Citizens Security	4113.20
City of Johnson City	937.50
Comcast Cable	60.00
Comfort Suites	80.20
Comptroller of Treasury	1958.00
Corey W Tittle	160.00
Craig Trucking, LLC	306.37
Creative Publishing	115.00
Danny Kinley	33.95
David Crum	390.00
David Gillenwater	160.06
DCHS Band	100.00
Dearborn National	493.22
Dennis Dwayne Brooks	525.00
Diamond Ticketing System	332.70
Diesel Sales & Service	6.34
Donald J Moore	84.49
Douglas Reiser	75.00
Dustin Hinkle	220.00
East TN Rent-Alls	164.95
Elite K-9 Inc.	45.90
Emergency Training	200.00
Employee Security	475.00
Erwin Utilities/Water Test	40.00
ETSU/CASS	19.20
Ferguson Enterprises #5	21088.53
Fire Extinguisher Co	819.95
First Tennessee Bank	4867.16
First Tennessee Bank	5442.76

First Tennessee Bank	4793.77
First TN Bank Series 20	3792.73
<u>VENDOR</u>	<u>AMOUNT</u>
Fleenor Security System	2288.93
Food City	142.43
Foster Signs	522.50
Fuelman	152.00
G & C Supply Co., Inc.	3150.55
Gaye N Griffith	24.00
GCR Tire Centers	3404.76
General Rubber & Plastic	1863.36
General Sessions Court	242.50
General Shale MSC 30523	369.40
Grainger	92.99
Grand Rental Station	97.00
Greeneville Oil Company	185.67
Greg Cloyd	200.00
GRP	1258.06
GRW Engineers, Inc.	17161.90
Guthrie Sales & Service	16139.34
Hach	256.92
Harbor Freight Tools	199.96
Hayes Pipe & Supply	573.91
HD Supply Waterworks, Ltd	695.92
Heather L Knudtsen	10.00
Heisse Johnson Hand Up	136.06
Henry Schein	316.00
Herman Kenneth Story	720.00
Holiday House, Inc.	237.31
Holtz Industries, Inc.	50.40
IACP	120.00
Information Age	1470.00
Ingles #4205	321.20
International Municipal	375.00
Jamie F. Aistrop	200.00
JAMSA	75.00
Janpak, Inc.	31.09
Jeffrey Allen Story	115.00
Jennifer Schmidt	2145.69
Joel Shell Farms	178.75
Johnson City Press	158.40
Jonesborough General	24.30
Jonesborough Post Master	4000.00
Jonesborough Storytelling	16.00
Jonesborough Water Dept.	453.50
Jonesborough/Washington	3750.00
Joshua Nelson	200.00
JRT	145.69
Judith Marri	84.49
Justin Hazlewood	200.00
Kansas State Bank	8962.25
Karen Elb	80.03
Kathy Kennedy	103.00
Ken Smith Auto Parts #4	83.19
Larke Foster	516.00
Laurense E Gray	520.73
Liberty National	1207.32
Lillian Reverson	84.49
Logic 1 Engineering	160.00
Lou's Gloves, Incorporated	81.50

Lowe's	1680.21
Lowe's of Jonesborough	100.00
Lucas M. Schmidt	309.00
<u>VENDOR</u>	<u>AMOUNT</u>
Mahoney's Sportsman's	200.00
Main Street Café	47.50
Marie Ferguson	84.49
Mark Arwood	200.00
Medical Center Homecare	321.00
Medworks Occupational M	402.00
Metro Communications, L	172.00
Michael McCracken	162.00
Michael Oler	4.26
Michael Squiers	80.00
Microbac A/R	248.70
Mike Reid	8.75
Mitch Triplett	7.67
Mrs. Ed Yonkey	60.00
MSHA	2748.00
Nafeco, Inc.	1373.00
Napa Auto Parts	269.70
Natalie Hilton	200.00
Nationwide Retirement	1517.65
Native Ground Music	492.52
NC Discount Furniture	69.00
Nicholas C Reece	200.00
Northeast TN Tourism	250.00
Nortrax	333.11
Office Depot Credit Plan	39.99
Office of the Chapter 1	877.00
Olde Towne Hardware	690.84
Olde Towne Small Engine	44.95
Osborne Electric Inc.	2051.03
Otto Environmental	3150.00
Overmountain Press	944.76
Pam Johnson	78.43
Pamela J. Bailey	200.00
Pardue Photographics	20.00
Paul Shelton	330.00
Pioneer Market Inc.	140.00
Ponder Auto Repair	131.94
Power Equipment Company	11001.78
Precision Ironworks	6927.12
Preferred Printing	399.99
Purity Chemicals, Inc.	79.00
Quality Trophy & Engraving	12.50
Quill	47.98
Ready Mix USA	2309.50
Red Bud Supply, Inc.	494.40
Reliance Standard (Vol)	350.96
Ricoh Productions Print	345.00
Ricoh USA, Inc	2190.66
Ricoh USA, Inc	149.43
Robert H. Oliver	200.00
Robin Goodman	39.04
Roger Perkins	200.00
Saratoga	794.03
Saratoga Financial	370.00
Sandra Kelley	8.00
Schaeffer's MFG Co	4227.92

Sears Commercial	37.98
Sesac	343.00
Sharon L. Squibb	87.50
Shirt Tail Design	35.60
<u>VENDOR</u>	<u>AMOUNT</u>
Shred-It	11.40
Smoky Mountain Truck Ct	447.69
Southern Living	30.00
Southern Pipe & Supply	5586.93
Specialized Operations	874.44
Spectra Environmental G	99.99
Standard Forms	40.00
Stella Francis	50.00
Steve Dixon	142.00
Stowers	143.65
Summers Hardware	273.82
Summers-Taylor Inc.	31.02
Swisher Hygiene	57.90
TAUD	120.00
Taylor	58.74
TBI-Fiscal Services	676.00
Tennessee Candle Supply	60.00
Tennessee One-Call	31.00
Terminix Processing Center	77.00
Terry Alexander	36.00
The Detail Shop	275.00
Thomas Scientific	197.30
Thomas Reuters-West	146.08
TML Risk Management Pool	39318.00
TN Cons Retirement System	40064.41
TN Dept. of Health F.S.	450.00
TN Local Dev. Authority	3183.61
TN Safety & Health Council	110.00
Total ID Solutions	230.00
Town of Jonesborough	227.64
Town of Jonesborough (T	253.47
Tractor Supply	212.40
United Parcel Service	117.96
United Utilities Inc.	22194.88
United Way	364.00
USA Blue Book	251.79
USALCO, LLC	10286.68
Utility Service Co, Inc.	6075.31
Valley Equipment Co	508.79
Valley National Gases	97.31
Valley Trailer Repair	90.00
Verizon Wireless	173.10
Wakeston Books	111.45
Wal-Mart Store / GEMB	778.05
Washington Co. – Johnson City	90.00
Wash. Co. Volunteer Firefighter	20.00
Washington County	45.00
Washington County	200.00
Washington County EMS	21500.00
Washington Farmers Co-op	257.97
Washington Farmers Co-op	25648.50
Waste Management	3702.89
Wayland Free Will Baptist Church	150.00
Western Refuse & Recycling	190.37
White's Auto Parts	883.97

Wildflower Company		102.28	
William B Bledsoe		100.00	
Williams Electric		1379.69	
ZFX, Inc.		<u>95.00</u>	
TOTAL		\$422,575.56	
<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
73572-73587 AP	4,065.00		
73588-73788 AP	269,138.65		
73789-73805 AP	40,057.02		
73806-73818 AP	3,700.66		
73819-73827 AP	163,258.87		
	\$480,220.20		
50854-50856 AP		600.00	
50857-50969 AP		306,128.33	
50970-50978 AP		52,941.51	
50979-50982 AP		70,064.93	
50983 Merkel Brothers		169,862.04	
50984-50990 AP		23,184.27	
		\$622,781.08	
Sanitation			
5998-6032 AP			19,384.95
6033 Ecosafe Landfill			11,992.02
6034-6035 AP			2,190.61
6036-3037 AP			4,718.90
			\$38,286.48

3. Approve the Town Administrator Report as follows:

Wastewater Improvements

As you know we are operating with our new treatment basins. There has been very little progress by Smith Contracting on the Phase II WWTP work because of the terrible weather in January.

Merkel Brothers is about 50% complete with the sewer outfall line to the river. The weather has slowed them down, but they are still making progress. I still get compliments on Merkel's clean-up work where they have constructed the line thus far. Merkel is working on an agreement with a property owner that would give them better access to construct the outfall line from the aerator on the hill below Taylor Ridge Road to the river. This may result in a change order.

The Persimmon Ridge pump station was bid and we had six (6) bidders. The low bidder is out of Knoxville and they came in at \$317,000. Hugh Thomason is recommending that we put back into Smith's contract the replacing of the air diffusers in the existing Schreiber basins so they function better. Whether we use them for treatment or equalization we have to insert air into the wastewater to keep it from going septic and anaerobic. The request to approve the low bid on the pump station and to put the diffuser equipment replacement back into the project is discussed in the agenda presentation going out to the BMA.

Water

The new intake pump has been installed and is operating. The safety changes in the intake wetwell have not been installed to-date.

Water Distribution has installed the vault and pressure reducing valve on Matthews Mill Road. They have disinfected lines and have to flush next week. They have to test again, so it will be at the end of next week before they can activate the

connection of Matthews Mill Road to the new 12" transmission line along 11E. There are two additional PRV's to get in Zone 2, but the PRV on Matthews Mill and the connection to the 12" line will allow Zone 2 to begin operating as designed. With the cold weather, there have been a number of line breaks the Water Distribution crew has had to fix. However, we have had very little trouble in Zone 1.

Stockyard Road – TDOT and Washington County are working on an improvement plan where Telford Road intersections with 11E at the Flea Market. TDOT will let construction contracts in May to change that intersection. When complete, Telford Road will go into 11E in a perpendicular direction rather than a sharp angle as it does now. The issue for us is that we have to reconstruct our water line in that area. We were already planning on upgrading the 2" galvanized line along Stockyard Road with 6" ductile, but we have to relay more line as well and the material cost is estimated at \$53,000. Our costs are not reimbursable because even though TDOT is doing the work, our lines are on County property, and the County does not reimburse us when we have to adjust our lines.

We have to have our lines moved by May. I have instructed Mike McCracken to get the pipe and materials needed, and if necessary we will have to adjust his water line upgrade list in the Water Distribution budget.

Transportation

Five Points – Summers-Taylor has started the project, the grocery building is down, but the weather has stalled work this last month.

West Main Street/Persimmon Ridge Road – Jim Wheeler has worked on the two agreements needed, and they are on the BMA agenda.

Jackson Blvd/Boones Creek Road – This is still in design and will be for the next few months. Mattern and Craig Engineers are supposed to have a Right-of-Way Field Review with TDOT in May in which the engineer presents a proposed layout and addresses any right-of-way that might be needed. We have been told we will be invited to that meeting.

Woodrow Ave Speed Tables/Drainage – Operations Manager Craig Ford is working on a project schedule through September, and he has included this project on the list.

E. Main Street Sidewalk/Utilities – I will be getting with the utilities this month to try to finalize the plan. We have been working on Franklin Ave plan that will need to be addressed at the same time.

Franklin Ave. – The Traffic Advisory Committee has been working on a parking, traffic safety plan for Franklin Ave. Residents have met with the TAC, and we are working on some additional options. This plan will be going back to the TAC at the end of February. The TAC could make a recommendation then for the BMA to look at in March.

Truck Route Plan – I will be working with the Police and Street departments on a Truck Route Plan to take back to the Traffic Advisory Committee at the end of February.

W. Jackson Blvd Median Improvements – A revised plan for safety improvements in the medians along W. Jackson Blvd. from Payne Rd to the Family Dollar Store is being discussed by the Traffic Advisory Committee. The TAC has requested a traffic signal warrant study at Payne Road, and we are also looking at one for the upper side of Hillrise Drive/Smith Lane and Jackson Blvd. I am currently contacting Wilbur-Smith Engineering in Knoxville and Mattern & Craig in Kingsport to get pricing on these two signal studies.

Grants

LPRF Walkway/Playground Grant – Our staff is working on the walkways to the Meadows Subdivision as weather allows. They expect to be complete in March. The playground equipment has been ordered from Grounds For Play based on BMA action in January.

T-21 Grant – We are working on the appraisals for the three easements we are likely to compensate in order to obtain them. Contacts with the County have taken place. We will continue to work through easement acquisition.

2nd Ave Railroad Crossing –Norfolk-Southern has executed an Agreement with the Town, but they have not sent it to us. They are trying to find where the Agreement is at this point.

ARC Grant – We still have not been formally notified of the ARC grant award by ECD or ARC in Washington.

Safe Routes to School – The engineer is working on the walkway plans around the Middle School. We need that site surveyed because we are trying to work in a storm water improvement project above Forrest Drive at the same time. Phillip Patrick has been working with us on that project. The walkway is going down Franklin Ave as well and we will need that area surveyed because we need to know exactly where the right-of-way is down Franklin Ave.

Farmers Market – I have continued to work with Karen Childress to detail out equipment, and building improvements needed. A grant application to Rural Development for a Rural Business Enterprise Grant will be submitted next week. It appears that the TN Dept. of Agriculture Farmers Market Capital Development Grant may not be an option because their priority is funding the standard pavilions where a typical farmers market actually take place. We cannot accommodate a permanent pavilion next to the Courthouse.

Home Grant – The final house is under contract.

Downtown Streetscape Plan

Wayfinding Signage – We were going to start the installation this week, but the weather was too bad. They are scheduled to start Monday (inmates and Recreation staff), weather permitting.

Boone Street Market – We are finalizing the equipment needs and building improvements. I will be working on the RBEG grant from Rural Development immediately after completing this report.

McKinney Center

The staff has settled in and operating well. Theresa Hammons has been working on class schedules and operating procedures, and a revised rental policy is going to the BMA for possible action. Jules Corriere and I have submitted an Arts Place Grant application, and an Our Town, National Endowment For the Arts, application for project funding that will allow us to undertake the Jonesborough Story Adventures Program, and a Story Town project that are connected and both very exciting. These applications are at Town Hall or can be sent to you if you want to see them. The competition is very stiff with these funding sources.

Senior Center

Construction progress has been very slow because of the weather. Laura Bailey with Ken Ross' office is working with Marcy Hawley on interior colors and design.

We are re-activating our planning related to moving the Town garage operation out of its current location. The area being planned is associated with the Pliny Fisk Composting & Recycling Center and the Wastewater operation.

Jackson Theatre

We are still waiting on a possible announcement of the acquisition grant from ARC.

Economic Development

I have been talking with Mitch Miller of the Washington County Economic Development Council about some strategies to attract restaurants to Jonesborough, and working with Todd Wood on some development planning.

Committee Meetings

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

4. Approve the Operations Manager Report as follows:

The weather for January made it difficult to get very many projects accomplished. During the month we had a difficult time with either sub-zero temperatures, snow, or rain. At this point, I would like to compliment the Street Department on the excellent job they did in keeping our roads in very good conditions during difficult circumstances. In checking with the Police Department, we did not see a significant increase in automobile accidents, which is usually indicative of inclement weather.

With that being said, the Street Department was able to work a few days on the Meadows Trail. Most of the trail has been rocked north to south. The east to west section has been graded, but needs to be rocked. There is a significant amount of fill that had to be added in order to be ADA compliant with the trail. Director Sparks was able to work with Johnson City to obtain shale that we are using for fill.

We lack a partial row of block completing the restroom section of the pavilion. Once we get back to that site we will complete the block work. Once that is completed, we will begin construction the roof. The materials are on site.

The inmate crew spent a significant amount of time in the Fire Hall this month. This section of the building was painted and suspended ceiling was installed in the stairwells. There are plans to install porcelain tile in the Fire Hall and this can be done as rainy day projects.

We accepted delivery of the sign posts for the way-finding signage downtown. We scheduled two different dates to begin installation; however, the weather was uncooperative. We hope to begin installation on these pole February 10. The signs are also in, we just have to pick them up. I will use inmate labor for this installation.

I have also used the inclement weather this month to working on project planning. I have had numerous meetings with Todd Wood on some of our projects. One in particular is the Shell Road project. I have presented him with an alternate plan that I think will save us time and cause a minimal road closure on Shell Road. It may even allow us to take that sewer pump station offline.

I have also had numerous meetings with Director Sparks regarding project progress on various projects we have on-going and others that are scheduled.

As a part of the planning process, I have included a project calendar through September. You will notice that there are not many projects listed for April and May. The reason for this is we need to get the listed projects completed prior to beginning the Shell Road project on June 01. I am anticipating further weather delays throughout the winter that will put us behind.

There are also other projects nearing the planning phase completion and I am trying to leave so time open to schedule these prior to June 01. On such project is the Booker T Washington/Franklin Avenue parking and street design plan. If there are others projects that I have failed to schedule, please let me know so we can get them scheduled and completed prior to June. There are times on the calendar we have multiple projects going. These will be accomplished with a combination of other departments and the inmate crew.

5. Approve the following Committee Reports: Jonesborough Planning Commission and Board of Zoning Appeals, Jonesborough Senior Center Advisory Committee, Visitor Center Committee, and Keep Jonesborough Beautiful Committee.
6. Approve the following Supervisor Reports: Director of Tourism & Marketing, Visitor Center Manager, Building Inspector Report, Water Distribution, Environmental Services, Police Division, Street Department, Water Park, Fleet Management, Solid Waste, Event Coordinator, Senior Center, Animal Control, JRT, Fire Division, Water Treatment, Park and Recreation, and McKinney Center.
7. Approve the hiring of Clinton Hoilman as a Water Operator I at the Water Treatment Plant at Grade 8 Step 1 (\$27,203) subject to all pre-employment conditions including WorkSteps, and a signed form whereby Mr. Hoilman acknowledges that there is an eighteen (18) month conditional period to obtain a Water Operator's license and recommending that Mr. Hoilman be moved to Grade 8 Step 2 if he obtains an electrician's license.
8. Approve the Special Event Permit Application for the Justice in Motion 5K Run to be held between 8:00 a.m. and 10:00 a.m. on Saturday, April 26, 2014, and authorizing the Police Department to close streets as necessary for participant and motorist protection during the event, subject to the Town Attorney's review and acceptance of any required documents, including proof of insurance and the hold-harmless agreement.
9. Approve the Special Event Permit Application for the Corazon Latino Festival to be held May 2, 2014, (affiliated with MOTS) and May 3, 2014, and approving downtown streets closing from Fox Street to 2nd Avenue and associated side streets from Friday evening at 5:00 p.m. through Saturday evening at 11:00 p.m. with the exact times for street closings to be determined by the Jonesborough Police Department, with vendor placement Saturday morning being coordinated with the Jonesborough Farmers Market, and approval of the application subject to the Town Attorney's review and acceptance of required documents, including proof of insurance and the hold-harmless agreement.
10. The Memorial Day Celebration will be held Sunday, May 25, 2014, at 2:30 p.m. in the Jonesborough Visitor Center. No action required.
11. Approve the use of up to \$1,450 of Litigation Tax funds to purchase 15 radio batteries for the Police Department.
12. Approve the change in the Towing Rate Schedule for the Town of Jonesborough as follows:

Class A

Broken Down Vehicle (to include winch)	100.00
Dollies	30.00
Distance out of City	3.00 per mile

Wrecked Vehicle (to include winch)	100.00
Winch-out only	85.00 per hour

Class D

Broken Down/wrecked	110.00
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Class C

Broken Down/wrecked	400.00 per hour
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Storage Rates

Class A/ Class D	25.00 per day
Class C	30.00 per unit per day
After hours pick-up*	25.00

* After hours pick up does not during the first 12 hours after tow or during normal business hours which normal business hours are Monday – Friday, 8:00 a.m. to 5:00 p.m.

** Class C can only be done by Archers on our rotation
Class C is tractor trailer tows

Mayor Wolfe asked Mike Jackson to introduce Clint Hoilman as the newly hired Water Treatment Plant Operator.

The next item on the agenda was the approval of the Financial Report. Mayor Wolfe asked Recorder Miller if she had any comments on the report. She said property and sales tax revenue collections are in line with budgeted amounts. She added that she will be working with department heads on amendments to the current year budgets. Mayor Wolfe added that it was time to begin the budget process for next year. Motion was made by Alderman G'Fellers, seconded by Alderman Dickson and duly passed to approve the Financial Report as presented.

Mayor Comments was the next item on the agenda. Mayor Wolfe announced there is a candidate forum for upcoming county elections that will be held at the Storytelling Center on Tuesday, April 1st, from 5:00 p.m. – 9:00 p.m. and is sponsored by the Town of Jonesborough and the Johnson City Press. He asked that the BMA endorse this event. Mayor Wolfe said this is for Sheriff and County Mayor candidates at this time, but was not sure if the County Commission candidates would be participating. Motion was made by Alderman Countermine, seconded by Alderman Vest and duly passed to approve endorsing the County election candidate forum as a Town sponsored event in conjunction with the Johnson City Press, to be held at the Storytelling Center on April 1, 2014, from 5:00 p.m. – 9:00 p.m.

Mayor Wolfe said that Nancy Kavanaugh has resigned from the Tree and Townscape Committee and asked the Board to accept her resignation with regrets. Motion was made by Alderman G'Fellers, seconded by Alderman Vest and duly passed to accept the resignation of Nancy Kavanaugh from the Tree and Townscape Committee with regrets.

Mayor Wolfe said that each month with the help of Ms. Causey, who is considered the spiritual and family leader for the Town of Jonesborough, he would present a list of staff and family members who need our prayers and concern because we are family. He then read the following list: Mark Arwood's father passed away; Mike McPeak has a new baby, his mother had surgery the same day the baby was born, and his father is in the hospital at the VA; Joan Miller's husband has been in the hospital and diagnosed with cancer; Jason Bailey's mother-in-law passed away; Emily Rogers' mother passed away; Terry Alexander has been in the hospital but is back at work and doing better; Cathy Crawford's father passed away; Craig Ford's father is in rehab; Paul Blankenship, former Town employee, passed away; and Jack McKee's mother-in-law passed away. The Mayor asked that all of these be kept in our thoughts and prayers.

Mayor Wolfe said he would next present a Proclamation to Dona Lewis. He said he received a note from Kathleen Petretta bringing to the Town's attention all the things that Ms. Lewis does on behalf of Jonesborough. He said Ms. Lewis embodies the spirit of Jonesborough and loves the Town. Mayor Wolfe asked Ms. Lewis to come forward and he then read the following:

Insert Proclamation

Dona Lewis said her husband, Chuck, is her biggest supporter and helps her with anything she is involved in. She said they both love Jonesborough and want to see Jonesborough thrive.

Mayor Wolfe asked Jerry Davis and Gary Lykins to come forward for Co-Employees of the Month. He added that this is the first time two employees have received this honor in the same month. Mayor Wolfe read the following:

Please be advised, it gives me great pleasure to have the opportunity to recognize Jerry Davis and Gary Lykins for co-employees of the month. During the first full week of January, the entire region experienced some record breaking cold temperatures. These unfortunate cold temperatures can wreak havoc on vehicles and equipment. On the morning of Tuesday, January 4th, the temperature, according to WJHL, was 5 degrees with a wind chill factor of below zero. As a direct result of the cold temperatures, the two sanitation collection vehicles were very difficult to start. After several attempts failed, the call was quickly made to Mr. Lykins (Fleet Maintenance Director), Gary and Jerry Davis (Town Mechanic) responded expeditiously to my request.

They both worked diligently and patiently on both collection vehicles trying to get them started, as they tolerated the bitter cold temperatures. After about one hour, the automated side-loader residential collection vehicle started, and their hard work began to pay off; however, the automated arm mechanism was not functioning properly. As Jerry continued working on the front loader collection vehicle, Gary decided to take the vehicle to the maintenance building to further evaluate the arm mechanism.

Within the hour, the automated side-loader collection vehicle was on the road again. The hard work, dedication and perseverance of Mr. Lykins and Mr. Davis resulted with very little interruption of sanitation collection services to the public. These collection vehicles provide a very important service for our community and without proper maintenance staff who have the skills, knowledge, and abilities of repairing these vehicles, it would be very complicated to provide sanitation collection services to the community. So, thank you, Gary Lykins and Jerry Davis, for your dedicated services to the Solid Waste Division and the Town of Jonesborough. Submitted by: Jeff Thomas, Director of Solid Waste.

Gary Lykins said Jerry will tackle any job that needs to be done. Mayor Wolfe thanked them both for their hard work and dedication to the Town.

Mayor Wolfe said he has developed an increased appreciation for what goes on at the JRT with his first-hand experience in the current play, "Smokey Joe's Café". He said the cast and crew have worked for over three months to bring this show to the stage. He said most of these people are volunteers and the band members are the only ones paid. He said this showcases the Town and he encouraged everyone to come and enjoy the production. He added that Mr. Browning has been participating in play productions for seven or eight years and does a great job.

Mayor Wolfe said he has received some great comments about how well the roads in Jonesborough have been maintained during the recent bad weather. Chief Hawkins said there was no increase in accidents during this time. Mayor Wolfe thanked the staff for a job well done.

Alderman Comments was the next item on the agenda. Alderman Countermine said he and Alderman Dickson attended the dedication of the Washington County Health Department honoring Dr. Hezekiah B. Hankal. He said it was a very inspiring event and makes you proud to live in this area. Alderman Dickson said Dr. Hankal formed a number of churches in this area – one in Johnson City, one in Jonesborough and one in Rogersville; he grew up in the Boones Creek Christian Church; he was a minister, a physician, an educator, and a doctor. He added that a lot of white patients used Dr. Hankal.

Attorney Comments was the next item on the agenda. Attorney Wheeler said he had nothing new to report.

Citizen Comments was the next item on the agenda. Mitzi Anderson, 175 Thistledown, The Meadows Subdivision, addressed the Board. She said she had concerns about untidiness in her subdivision: trash along the streets, vehicles blocking intersections, stop signs too close to street signs, mud from construction projects in the streets, construction workers parked on both sides of the street causing traffic hazards, and contractors working on Saturday and sometimes on Sunday. Mayor Wolfe said this is one of the worst winters contractors have had to work through, but there are ways to clean up streets when mud gets on them. He said trash should not be allowed to be blowing around. He asked Mr. Browning to pass these concerns on to J.W. Greene, Building Inspector, to address the mud in the streets and the trash. Ms. Anderson asked if contractors are allowed to bury trash and Mayor Wolfe said they can bury anything not man-made or hazardous.

The first item under Old Business was the second and final reading of an Ordinance amending the Animal and Fowl Chapter of the Municipal Code clarifying provisions for hog pens and animal enclosures. Mayor Wolfe said there were two changes – one was that a citizen can have a rooster with 2 acres of land and hogs with 5 acres or more. He said we are not prohibiting these items just setting standards. Motion was made by Alderman Vest, seconded by Alderman Countermine and duly passed to approve on second and final reading an Ordinance amending Title 3, Chapter 1, Section 102 of the Jonesborough Municipal Code in its entirety as presented, which revises regulations governing hog pens, and adding Section 3-103A that adds a requirement that fowl and livestock enclosures must be permitted, and a new Section 3-113 which regulates chickens and roosters within the city limits.

Insert Ordinance

The next item on the agenda was the amendment to a Barn and Land Lease Agreement. Motion was made by Alderman G'Fellers, seconded by Alderman Dickson and duly passed to approve the amended Barn and Land Lease Agreement for property at the water intake area with Mitch Triplett, taking out the required \$300 payment, as presented:

Insert Agreement

The next item on the agenda was the approval of agreements for the Shell Road improvements. Mayor Wolfe asked Attorney Wheeler if he was recommending these agreements and Mr. Wheeler answered that he was. Alderman Vest asked if all homeowners were in agreement with this. Mr. Browning said the agreements are subject to the homeowners' approval but there have been conversations between the homeowners and Todd Wood and Gerald Sparks. The agreements represent the results of those discussions. Motion was made by Alderman Dickson, seconded by Alderman Countermine and duly passed to approve the property owner agreements for road safety and storm water improvements with Steve and Josephine Humphrey, and Jeremy Hale and Chasity Water as presented and to authorize the Mayor to execute the agreements:

Insert Agreement

The next item on the agenda was the Ordinance establishing a Distilling Company Overlay Zone. Mayor Wolfe said there have been no comments from citizens on this issue and Mr. Callahan is present if there are any questions. Alderman Vest said he felt this would be a good opportunity for the Town and would grow in years to come. Motion was made by Alderman Vest and seconded by Alderman Countermine to approve on first reading an Ordinance creating a Distilling Company Overlay Zone, and approve on first reading an Ordinance amending the Jonesborough Zoning Map providing the locations of the Distilling Company Overlay Zone. Upon call of the roll those voting aye: Alderman Vest, Alderman Countermine, and Alderman Dickson. Those voting nay: Alderman G'Fellers. The motion passed.

Insert Ordinances

The next item on the agenda was amendments to the cross-connection and backflow regulations. Motion was made by Alderman Countermine, seconded by Alderman Dickson and duly passed to approve on first reading an Ordinance amending Title 8, Chapter 4, of the Jonesborough Municipal Code in its entirety:

Insert Ordinance

The next item on the agenda was the approval of the bid for a piercing tool. Motion was made by Alderman Countermine, seconded by Alderman Dickson, and duly passed to approve the low bid from Ditch Witch of Tennessee for a 3.5 inch piercing tool costing \$4,929.21 to be paid from budgeted Water Distribution funds.

The next item on the agenda was the bids received for the Persimmon Ridge Wastewater Pump Station. Mayor Wolfe asked if this includes the reinsertion of the diffusers as part of the project or will that be a separate item. Mr. Browning said that is up to the Board. He said the pump station bid came in at \$317,000, and there is approximately \$75,000 left in project funds in addition to the \$317,000 for the pump station. The recommendation from staff is to put the diffusers that were taken out of the Smith Contract back in the project while funds are being obtained from Rural Development. Mayor Wolfe explained that the diffusers diffuse air into the holding pond to keep it from going septic. Alderman Dickson asked when the Town would know about the funding from Rural Development. Mr. Browning said the first thing is to have action from the BMA and then the request goes back to Rural Development for the additional funding and then will be brought back to the BMA. Motion was made by Alderman Countermine, seconded by Alderman Vest and duly passed to approve the low bid of \$317,000 from Design and Construction Services, Inc. of Knoxville, TN, to relocate the Persimmon Ridge Sewer Pump Station, subject to being authorized by Rural Development to execute the contract, and with the expectation that the Town will need to obtain \$400,000 of additional loan/grant funding from Rural Development to complete the project including the diffusers at a cost of \$88,000.

The next item on the agenda was the agreement with Employee Security Planning. Mayor Wolfe said Mr. Shupe has done an outstanding job and Ms. Miller uses his company as a reference on insurance questions. Ms. Miller said Mr. Shupe and his staff are a wealth of information on the affordable health care act. Motion was made by Alderman Vest, seconded by Alderman Countermine and duly passed to approve extending for an additional twelve (12) months the Contract Agreement with Bob Shupe dba Employee Security Planning for employee benefits consultation focused on health insurance for \$475 each month, to be paid from budgeted funds.

Insert Agreement

The next item on the agenda was the landscape design proposals from Equinox Environmental. Motion was made by Alderman G'Fellers, seconded by Alderman Vest, and duly passed to approve the following:

1. Landscape design agreement with Equinox Environmental for a wetlands development and planting plan at Barkley Creek Park as part of Jonesborough's

Supplemental Environmental Project commitment with TDEC, for an amount not to exceed \$10,830 to be paid from Wastewater Improvement Project funds as follows:

Insert Agreement

2. Approve the agreement with Equinox Environmental to develop a detailed landscape planting plan for the new Jonesborough Senior Center site for an amount not to exceed \$10,950 to be paid from Senior Center Project funds as follows:

Insert Agreement

The next item on the agenda was the approval to dispose of Police Department surplus property. Operations Manager Ford said the old police vehicles are on GovDeals.com and should be sold by the end of next week. Mr. Ford said this is a recommendation to donate the equipment taken off the vehicles that is not serviceable to our department but could be used by another law enforcement agency and if there are no other agencies that can use the equipment, then authorization to dispose of it. Mayor Wolfe asked about the local constables. Mr. Ford said the law will allow you to transfer from one governmental entity to another governmental entity and the constables are not listed as such but there may be a way to work something out if any of them need some of this equipment. Mayor Wolfe asked Mr. Wheeler if constables could be included if they wanted any of this equipment. Attorney Wheeler said he feels there would be a liability issue because they are not a government entity, but if that is something the Board wants to do, he would need to research it. Mayor Wolfe said constables provide a lot of assistance to the Town and if there is a way to work this out, it would be good. Attorney Wheeler said he would research the issue. Motion was made by Alderman Vest, seconded by Alderman Countermine and duly passed to approve declaring surplus the used radios, gun racks, light bars and other such equipment that was removed from police vehicles already declared surplus by the BMA and authorize said equipment to be donated to the Unicoi County Sheriff's office or any other local agency needing the equipment, and approve any of this equipment not donated to an appropriate agency to be destroyed.

The next item on the agenda was the approval of the rental policy for the McKinney Center at Booker T. Washington School. Mayor Wolfe said there are some allowances being made for non-profit and community groups which he likes because the building is being paid for with public funds. He thanked Mr. Browning for including those allowances. Alderman Vest said the cost for weddings, etc., is a really good deal for those using the building. Motion was made by Alderman Vest, seconded by Alderman Dickson and duly passed to approve the McKinney Center Rental Program, fees and policies, as presented, and authorize the McKinney Center Director to make fee and schedule adjustments that are in the best interest of the Center.

Insert Rental Policy

The next item on the agenda was the Construction Agreement with Norfolk Southern Railway. Attorney Wheeler said he recommends one change and that is that paragraph 5(a) on page 2 be removed because by law the Town cannot indemnify and hold-harmless another entity. Mayor Wolfe said the correct cost of this project is \$254,964 and is 100% funded by the Johnson City Metropolitan Transportation Planning Organization (MPO). Mr. Browning said liability insurance has been an ongoing issue with the railroad. He said we have worked with TML to provide an increased level of insurance before and hopefully we can get this worked out. Ms. Miller said she was not sure that we could get the \$6,000,000 in coverage stated in the agreement. Attorney Wheeler said we could put in the agreement an amount not to exceed the \$6,000,000. Motion was made by Alderman Vest, seconded by Alderman Countermine and duly passed to approve the Agreement with Norfolk-Southern Railway as presented with the exception of removing Paragraph 5(a) and authorize the staff to negotiate the insurance limits not to exceed a combined single limit of \$2,000,000 for each occurrence and \$6,000,000 in the aggregate for bodily injury and property damage liability and physical

damage to property as specified in Paragraph 5 (c) and authorize the Mayor to execute the agreement.

Insert Agreement

The meeting adjourned.

ABBHEY MILLER, RECORDER

KELLY WOLFE, MAYOR