

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

FEBRUARY 10, 2025

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Monday, February 10, 2025, at 7:00 p.m. at Town Hall, 123 Boone Street, Jonesborough, TN.

The first item on the Public Hearing agenda was an Ordinance amending the Jonesborough Municipal Code, Title 1 by adding Chapter 24, Cultural Arts Board. There were no comments.

The Public Hearing was closed.

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JANET JENNINGS, RECORDER

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CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

FEBRUARY 10, 2025

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, February 10, 2025, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

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

Upon call of the roll those present were: Mayor Chuck Vest, Alderman Virginia Causey, Alderman Terry Countermine, Alderman Adam Dickson, and Alderman Kelly Wolfe. Also present were: Town Administrator Glenn Rosenoff, Town Recorder Janet Jennings, Operations Manager Craig Ford, and 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 Wolfe made the motion, seconded by Alderman Countermine, and duly passed to approve the following items on the Consent Agenda:

1. Approve the minutes for the following BMA meetings: October 21, 2024 – Regular Meeting, November 12, 2024 – Regular Meeting, November 18, 2024 – Work Session, December 9, 2024 – Regular Meeting, and January 7, 2024 – Work Session.

2. Approve the following bills for payment:

**Insert Payment**

3. Approve the following Operations Manager Report:

**Insert Report**

4. Approve the following Committee Reports: McKinney Center Advisory Committee, Jonesborough Board of Zoning Appeals, and Jonesborough Planning Commission.
5. Approve the following Supervisor Reports: McKinney Center, McKinney Center Program Manager, Director of Tourism and Main Street, Fire Department, Digital Media Manager, Utility Manager, Water Quality, Water Distribution, Wastewater, Water Treatment Plant, Police Department, Marketing Manager, Parks and Recreation, Director of Special Events, Building Inspector, and Senior Center.
6. Acknowledgement of the Report on Debt Obligation for the Property Acquisition Capital Outlay Note in the amount of \$350,000 to fund the purchase of the Engel property..
7. Acknowledgement of the Report on Debt Obligation for the Helene Emergency Assistance Loan (HEAL) for loan agreement entered into with Washington County to fund repairs to the water and wastewater systems due to damage caused by Tropical Storm Helene in the amount of \$3,091,000.
8. Approve to apply the Flood Tap Discount retroactively to November 13, 2024 and to process refunds for impacted customers .

The next item on the agenda was the approval of the Financial Report. Alderman Wolfe made the motion to approve the Financial Report as presented. Alderman Causey seconded the motion and it was duly passed.

Communications from the Mayor was the next item on the agenda. Mayor Vest announced that the annual Chocolate Fest event will be held February 14<sup>th</sup> – 15<sup>th</sup>.

Mayor Vest said the Tennessee Songwriters, Riders in the Sky, and some really great movies were held at the Jackson Theater.

Mayor Vest asked Anne G'Fellers-Mason to come up to accept the Employee of the Month Award. Mayor Vest read the following:

### **Insert Nomination Letter**

Mayor Vest said there was one addition to the agenda for consideration of accepting the resignation of a member of the JRT Board and the appointment of a replacement member, and called for a motion to add the this item to the agenda. Alderman Wolfe made the motion to add to the agenda the consideration of accepting the resignation of a member of the JRT Board and the appointment of a replacement member, Alderman Causey seconded the motion and it was duly passed.

Alderman Wolfe made the motion to accept the resignation of Glenn Rosenoff from the JRT Board of Directors and appoint Brian Ponder as his replacement. Alderman Countermine seconded the motion and it was duly passed.

Citizens Comments was the next item on the Agenda. Mayor Vest asked if there were any citizens present that would like to comment at this time. Emily Curran, 528 Kyker Road, Telford, TN, addressed the Board in regard to issues in receiving her January water bill five days before the payment deadline. Mayor Vest said the Town was aware of the problem and the Recorder's office is taking steps to address the issues and get them corrected. Mayor Vest thanked Emily Curran for her comments.

Ruth Verhegge addressed the Board regarding the first "Paws In Blue" newsletter, the annual BBQ dinner fundraiser to be held at the Jonesborough Senior Center, and the annual Demonstration Competition to be held Memorial Day Weekend on the field behind the old Jonesborough Middle School. Mayor Vest thanked Ruth Verhegge for her comments.

Aldermen Comments was the next item on the agenda. Mayor Vest asked the Aldermen if they had any comments. Alderman Wolfe announced there is a new restaurant going in the old downtown post office location, which will enhance the downtown area. Alderman Dickson said the McKinney Center raised an impressive amount with their classes; volunteer hours were healthy; the Martin Luthe King, Jr. art exhibit was outstanding; and he was impressed with the Parks and Recreation write up on the arboretum. Alderman Dickson announced that Kevin McCloud, who works in the Solid Waste Department, competed in the Tennessee Songwriter's Competition held at the Jackson Theatre, has advanced to the next round, which will held at the Paramount Bristol on February 26, 2025.

Town Attorney Comments was the next item on the agenda. Attorney Jim Wheeler said he had nothing new to report at this time.

The first item under Old Business was second and final reading of an Ordinance to amend the Town of Jonesborough Municipal Code, Title 1, Entitled "Administration, Officers, and Personnel", by adding Chapter 24, creating the Cultural Arts Board. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Wolfe made the motion to approve on second and final reading the Ordinance amending the Jonesborough Municipal Code, Title 1 by adding Chapter 24 titled, Cultural Arts Board. Alderman Dickson seconded the motion and it was passed unanimously.

## **INSERT ORDINANCE**

The first item under New Business was approval of the Fiscal Year 2024-2025 Audit Contract with Blackburn, Childers and Steagall, PLC, in the amount of \$50,930. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Causey made the motion to approve the Audit Contract with Blackburn, Childers and Steagall, PLC, in the amount of \$50,930.00 for Fiscal Year 2024-2025.

## **INSERT CONTRACT**

The next item on the agenda was approval of a Special Event Application request from Melinda Copp of the Mill Springs Makers Market requesting to hold the Mill Spring Makers Faire on Saturday, May 17, 2025, from 10:00am to 4:00pm (Spring Event) and Saturday, December 6, 2025, from 10:00am to 4:00pm (Fall Event) at Mill Spring Park. The Hold Harmless and Proof of Insurance have been received. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Wolfe made the motion to approve the Special Event Permit for the Mill Spring Makers Faire to be held on Saturday, May 17, 2025, from 10:00 am to 4:00 pm (Spring Event) and Saturday, December 6, 2025, from 10:00 am to 4:00 pm (Fall Event) at Mill Spring Park, including the request for road closure and town support services, as presented. Alderman Causey seconded the motion and it was duly passed.

The next item on the agenda was approval of a Special Event Application and Special Event/Special Occasion Outdoor Use Permit Application from Jonesborough Locally Grown for the Third Thursday Burger Night for the event in 2025. The projected dates are May 15, June 19, July 17, August 21, and September 18, from 5:30 pm to 7:30 pm, and the event will be held at Boone Street Market and the public open space areas (patio). Any alcohol consumed will be roped off and signs with "No Alcohol Beyond This Point" will be posted prominently. Sidewalks will allow at least 5 feet for pedestrian use. Will meet Tennessee ABC requirements for consumption of alcohol. The Hold Harmless Agreement and Proof of Insurance for the special events have been received. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Wolfe made the motion, seconded by Alderman Dickson, to approve the Special Event Permit and Special Event/Special Occasion Outdoor Use Permit for the Third Thursday Burger Nights monthly evening dinner event during the months of May through September 2025, featuring local food from Boone Street Market

with outdoor seating (weather permitting), live music; and includes the consumption of beer sold by Boone Street Market, as presented. The motion was duly passed.

The next item on the agenda was approval of an agreement with Sam Love for the 2025 Music-On-The-Square Season, in the amount of \$16,800.00. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Wolfe made the motion to approve the Town of Jonesborough 2025 Agreement with Sam Love for Music-On-The-Square 2025 Season, as presented. Alderman Countermine seconded the motion and it was duly passed.

### **INSERT AGREEMENT**

The next item on the agenda was approval of Resolution No. 2025-02 for the Municipal Technical Advisory Service (MTAS) to codify and revise the Ordinances of the Town of Jonesborough, in the amount of \$7,300.00 to be broken up into two equal payments and through FY25 and FY26. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Wolfe made the motion to approve Resolution No. 2025-02 to engage MTAS to codify and revise the Ordinances of the Town of Jonesborough at the earliest possible date, as presented. Alderman Countermine seconded the motion and it was duly passed.

### **INSERT RESOLUTION**

Alderman Wolfe recused himself from acting as a Board member.

The next item on the agenda was approval of a Resolution and first reading of an Ordinance to annex certain property located off Boones Creek Road, which is part of the Reserves at Boones Creek project, and is further described on Washington County Tax Map 52, Part of Parcel 70.00. The request is to annex approximately 14.3 acres. The request includes zoning the tract of land to PRD (Planned Residential District). The annexation request was submitted to the Town in writing by property owner, Wolfe Development, GP. The Plan of Services reflects that all town services are available to the subject tract at the time of annexation. Future development of the tract would need to coordinate with the Town's development services and meet the Town's development regulations and standards. This annexation process does not constitute the approval of any future development plans that may or may not require infrastructure improvements to be made by the Town or Owner/Developer, only that town services are available to the subject tract. The Jonesborough Regional Planning Commission voted unanimously to recommend the annexation and plan of services at the January 21, 2025 regular called meeting. Mayor Vest asked the Aldermen if they had questions or comments. It was noted that the three recommendations presented would be voted on separately.

The first recommendation was approval of the Plan of Services. Mayor Vest called for a motion. Alderman Causey made the motion to approve the Plan of Services, as presented. Alderman Dickson seconded the motion and it was duly passed.

## **INSERT PLAN OF SERVICES**

The second recommendation was approval of a Resolution annexing, by request, property owned by Wolfe Development, GP, identified as Parcel 70.00 on Washington County Tax Map 52, located off Boones Creek Road and within the Reserves at Boones Creek project, on first reading. Mayor Vest called for a motion. Alderman Dickson made the to approve the Resolution annexing, by request, property owned by Wolfe Development, GP, identified as Parcel 70.00 on Washington County Tax Map 52, located off Boones Creek Road and within the Reserves at Boones Creek project, on first reading, as presented. Alderman Countermine seconded the motion and it was duly passed.

## **INSERT RESOLUTION**

The third recommendation was approval on first reading the Ordinance zoning the property PRD (Planned Residential District). Mayor Vest called for a motion. Alderman Countermine made the motion to approve on first reading the Ordinance zoning the property PRD (Planned Residential District), as presented. Alderman Dickson seconded the motion and it was duly passed.

## **INSERT ORDINANCE**

The next item on the agenda was approval of a GIS (Geographic Information System) Manager position in the Water Distribution Department. This position would be managing the entire GIS/GPS operations of the utilities and coordinating with personnel in the field to capture accurate data; and will include administrative work (in office operations) and outside work (field duties including setting up and capturing GPS coordinates of all assets associated with utilities). The position will be a Grade 14, Step 1 with a starting salary of \$58,300.00. Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Aldermen Wolfe made the motion to approve the new job description, GIS Manager, at a Grade 14, and approve adding additional funds (approximately \$6,000.00) to Water Distribution Salaries to fund the new position, GIS Manager, for this fiscal year (FY25). Alderman Dickson seconded the motion and it was duly passed.

## **INSERT JOB DESCRIPTION**

There being no further business the meeting was duly adjourned.

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JANET JENNINGS, RECORDER

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CHUCK VEST, MAYOR