

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

FEBRUARY 11, 2013

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Monday, February 11, 2013, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Kelly Wolfe called the Public Hearing to order and stated that the only item for consideration was the rezoning of property off Smith Lane at Hillrise Drive from R-1 (Low Density Residential) to PRD (Planned Residential District). There were no comments.

Mayor Wolfe adjourned the Public Hearing.

ABBAY MILLER, RECORDER

KELLY WOLFE, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

FEBRUARY 11, 2013

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, February 11, 2013, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Wolfe called the meeting to order. Alderman Adam Dickson led the group in an opening prayer and Virginia Causey 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: Attorney Jim Wheeler, 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 that the Board members would like to have pulled from the Consent Agenda for further discussion. There was none. Motion was made by Alderman Vest, seconded by Alderman G'Fellers and duly passed to approve the following items on the Consent Agenda:

1. Approve the minutes of December 10, 2012 and January 14, 2013.
2. Approve the following bills:

<u>VENDOR</u>	<u>AMOUNT</u>
A-Z Office Resources	371.65
Adam Johnson	465.00
Advance Auto Parts	642.35
Aflac	2450.08

<u>VENDOR</u>	<u>AMOUNT</u>
Aggregates USA, LLC	2519.44
American Red Cross	353.00
American Tire Distributor	122.38
American Water Works Association	255.50
Amy J Collins	82.40
Anderson Fire, LLC	123.02
Andy Oxy Company, Inc.	315.15
Appalachian Gypsum	316.58
Aramark Uniform Service	924.28
Archer Electric Service	150.00
Asbestos Management	1000.00
Auto Plus – Store 611	94.64
Auto Zone #2087	140.90
Averitt Express	175.00
B & H Sales	9625.00
Banc of America P&I	3073.83
Bass, Berry & Sims, PLC	7200.00
Batteries Plus-551	59.90
Ben Grizzle	112.00
BKT Uniforms	383.91
Blue Cross-Blue Shield	72138.99
BMI General Licensing	294.30
Bobcat	28.26
Bradley's Machine Welding	90.00
Branham Corporation	77.44
Brenntag Midsouth Inc.	4407.25
Brian A Privette	30.00
Brody Duncan	80.00
Central Child Support	579.70
Central Paper & Supply	4464.38
CenturyLink	4141.33
Chad Bruckman	60.00
Chad Proffitt	368.00
Champion Chevrolet	319.64
Chappell's Pest Control	45.00
Chemical Feed System	385.00
Chief Supply	260.97
Christina Lynn Vance	2848.46
Christmas Décor By	1000.00
Cintas Corporation #202	288.00
Citizens Security	4219.45
City Electric Supply	9864.08
Comptroller of Treasury	1910.11
Consolidated Pipe & Supply	1642.38
Copynet, LLC	14.00
Corey Tittle	510.00
Countryside Customs	1924.99
Creative Publishing	135.00
D.B. Electrical Rebuild	7.95
D.Todd Wood	3775.00
Data Supplies Inc.	1753.33
David Crum	200.00
David Myers	1500.00
Dearborn National	447.40
Diamond Ticketing System	410.90
Diversified Safety	54.11
Douglas Reiser	175.00
Down to Earth	431.90
Dustin Hinkle	90.00

East TN Rent-Alls	1860.92
Employee Security	475.00
<u>VENDOR</u>	<u>AMOUNT</u>
Erwin Utilities/Electric	64.77
Erwin Utilities/Water Test	20.00
F & L Limo and Livery	225.00
Ferguson Enterprises #5	7823.59
Fisher Scientific Co. LL	3836.45
Fleenor Security System	205.00
Food City	22.76
Foster Signs	500.00
Frances Lamberts	39.40
Frank Potter	95.00
Fuelman	43.87
G & C Supply Co., Inc.	10117.16
Gall's LLC	119.55
General Sessions Court	435.00
General Shale MSC 30523	2688.55
Gladys Hester	82.40
Glidden Company/ICI	27.31
Grainger	711.28
GRW Engineers, Inc.	15400.00
Gus & Anne Palas	134.50
Hayes Pipe & Supply	1182.00
HD Supply Waterworks, Ltd	99.64
Herman Kenneth Story	770.00
Hicks Welding	50.00
Historic Jonesborough	150.00
I.A.C.P.	120.00
ILEETA	45.00
Information Age	1470.00
Janette Gaines	175.00
Jefferson Sales South	1418.08
Jeffrey Allen Story	95.00
Jennifer Schmidt	2000.00
John Rambo	525.00
Johnson City Press	75.00
Johnson City Title Co. L	8408.52
Johnson City Utility System	8.26
Jones O.K. Tire Store	252.68
Jonesborough Post Master	3000.00
Jonesborough Water Dept.	2291.70
Jonesborough/Washington	22583.20
JRT	2848.46
Karen Lea Elb	209.51
Kimball Midwest	139.52
Kingsport Publishing Co.	1165.95
Knoxville Rubber & Gasket	31.50
Laferney, Inc.	99.60
Larry Gray	520.73
Law Enforcement Targets	97.46
Liberty National	991.56
Lisa Hall	7.96
Lowe's	6232.59
Mackenzie Clark	70.00
Main Street Café	15.00
Mary Hawley	86.46
MC Septic Services	80.00
Medical Center Homecare	31.50
Melinda Copp	26.95

Microbac A/R	243.70
Miles Media Group, LLLP	4870.00
Mitchell 1	1608.00
<u>VENDOR</u>	<u>AMOUNT</u>
Morgan B. Beverly	15.00
MOTS	12.00
Nafeco, Inc.	891.22
Napa Auto Parts	721.95
Nationwide Retirement	1202.65
News & Neighbor	200.00
Northeast TN Tourism	250.00
Northern Tool & Equipment	17.46
Office Depot Credit Plan	31.99
Office of the Chapter 1	877.00
Old Dominion Brush	810.00
Olde Towne Hardware	1336.31
Olde Towne Small Engine	209.50
On Time Supplies	80.56
Osborne Electric Inc.	872.63
Overmountain Press	188.41
Pardue Photographics	320.00
Parris Landing State	221.31
Probuild East LLC	4474.12
Quality Trophy & Engraving	105.30
Qwik Pack & Ship	79.53
Rachelle Archer	200.00
Reeves Alignment & Auto	50.45
Reliance Standard (Vol)	344.63
Ricoh Productions Print	345.00
Ricoh USA, Inc.	2169.69
Robin B. Beals	550.00
Saratoga	673.16
Saratoga Financial	9573.42
Sears Commercial Service	59.99
Shell Media	410.03
Shirt Tail Designs	44.45
Southern Pipe & Supply	5232.60
Specialty Chemical Co. L	7281.86
Summers Hardware	21.88
Swisher Hygiene	57.90
TAUD	390.00
TBI-Fiscal Services	560.00
Tekwell Services	1652.30
Tennessee B&E Division	75.00
Tennessee One-Call	28.00
Terminix Processing Center	37.00
The Detail Shop	100.00
The History Press	290.74
The Mac Authority	678.99
TMAA	75.00
TML Risk Management Pool	1247.59
TN Cons Retirement System	39867.72
TN Dept. of Health	450.00
TN Dept. of Revenue	52.25
TN Dept. of Revenue	741.13
TN Dept. of Safety	389.50
TN Local Dev. Authority	3183.61
TN Safety & Health Council	55.00
Tony Hylman	82.40
Tools Plus Industries	200.00

Town of Jonesborough	164.80
Town of Jonesborough (T	164.80
Transit-Mix Concrete	735.00
Truckers Lighthouse	9684.50
<u>VENDOR</u>	<u>AMOUNT</u>
TWWA	20.00
United Parcel Service	468.61
United Rentals	1260.00
United Way	330.00
USA Blue Book	774.18
USDA Rural Development	1000000.00
Valley Equipment Co	55.28
Valley Trailer Repair	180.00
Verizon Wireless	2989.31
Wal-Mart Store / GEMB	599.70
Wash Co – Johnson City	375.00
Washington County	12000.00
Washington County EMS	20000.00
Washington County General	8072.00
Washington Farmers Co-op	374.97
Washington Farmers Co-op	17557.35
Waste Management	377.95
WEF	158.00
WEMB-AM 1420	345.00
West Group	139.12
West Hills Ford Tractor	231.92
Wheeler & Seeley	6272.00
White's Auto Parts	788.58
William Bledsoe	40.00
Williams F Harold	82.40
Williams Electric	1754.92
Worldwide Equipment, Inc.	<u>859.42</u>
TOTAL	\$1437981.66

<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
70049-Chevrolet Buick GMC	26,721.00		
70050-70064 AP	3,185.84		
70065-70067 AP	19,306.92		
70068-Lakeside Builders	46,000.00		
70069-70280 AP	276,640.55		
70281-TN Dept. of Commerce	977.50		
70282-70290 AP	12,012.52		
70291-Yankee Salvage	945.00		
70304-70318 AP	8,328.31		
70319-70325 AP	12,234.70		
	\$422,398.89		
49199-49202 AP		800.00	
49203-TN Consolidated Retirement		16,829.60	
49204-49330 AP		251,971.87	
49331-49334 AP		6,448.61	
49335-49338 AP		1,315.77	
49339-Rural Development USDA		50,332.70	
49340-49348 AP		631,855.91	
49349-49351 AP		3,350.00	
		\$962,904.46	
Sanitation			
5529- TN Consolidated Retirement			1,561.47
5530-5560 AP			22,471.73
5561-Ecosafe Landfill			4,142.04

5562-Nationwide Retirement
5563-5564 AP

30.00
726.08
\$28,931.32

3. Approve the following Town Administrator Report:

Wastewater Improvements:

The contractor continues to move along on the WWTP Phase I improvements. There is a small change order submitted for BMA action on the agenda for the Board meeting, but for the size of our project, construction has gone along extremely well with very little change in the plans. At least to-date, it appears GRW has done an excellent job with the design plans. The contractor has continued to work through rain, ice and snow.

Phase II of the project is also moving along through the approval process. We have been working through some environmental questions that have been raised. These have been resolved, and an environmental notice has just been published in the paper giving people 30 days to respond with any comments. A follow-up no impact notice is then published and a total of about 40 days the funds for Phase II will be obligated by Rural Development. At that time we can submit design plans to RD for review. They also have to be approved by TDEC. When the plans are approved the Phase II project can go out to bid.

The Knoxville GRW staff is working on the outfall line plans, and the Nashville GRW staff (mainly Bob Threadgill) is working on the WWTP improvements. The design plans will remain separate and the two components of the Phase II project will be bid separately. The construction of the outfall line can be done with a group of contractors that do not do plant work. We are better off contracting directly with them rather than paying profit and overhaul to a general contractor who is using these same people as subcontractors.

Bob Threadgill expects to have the Phase II plant improvements design ready for review by mid-March which will be close to the time we have the funds obligated by RD.

The outfall line portion of Phase II could be ready about the same time, however, there are a large number (6) of construction easements (the line is on the right-of-way, but waste material might be placed on the edge of private property and have to be cleaned up). Hugh Thomason has about 45 of those executed. There are seven (7) permanent easements. We were supposed to have revised appraisals of these permanent easements provided back to us this week, and we should start working on those next week. The seven permanent easements are the critical ones because we have to have those in place. On the construction easements, if we run into a roadblock we can put waste material on the street if we have to do so.

We have to have the easements in place and the preliminary title opinion done before we bid out either component of Phase II. RD will not let us draw down funds until they have received the Town Attorney's certification that we have all the proper easements as well a good title to the property we are making the plant improvements.

We continue to work with GRW on the possible David Crockett H.S. sewer service so they can eliminate their sewer package plant that is on site at the school.

Terry Orth is revising his plans for Ashley Meadows at Anderson Drive and SR-81 North. I assume he wants to get his revised plans approved by the Planning Commission before providing the funding necessary for the sewer materials to go

across the Conley property. We are basically ready to construct that line when we receive the materials payment.

Water:

MIOX - We have worked through the incorrect monthly payment figures on the MIOX financing plan, and we are prepared to move forward with the lease. This will allow us to purchase the MIOX disinfection system that will improve our water quality and safety at the plant.

Water Loss Reduction – GRW has been working with Mike McCracken and staff and provided us with some cost estimates on implementing phase two of the water loss reduction plan. This involves extending the 12” water line down 11E from Grandview Elementary to the Limestone crossroads. This is an expensive extension because the line is 12” ductile iron. The estimates are at a contracted amount, and we are looking to see if we can construct the line in-house.

Note: We have the Stewart’s Hill, Graveyard and Washington College reservoirs that we no longer use. It might be in our best interest to try to sell them for scrap.

On the Phase I Water Loss Project at Bowmantown Road, we have all the PRV’s in, and one master meter. We are waiting on the parts, which have been ordered, to put two master meters in. These meters will be read regularly and will help us narrow down any leaks that may occur. Water Distribution states the project is working like a “dream” and has eliminated a “nightmare” for them. The pressure at the key check point has been steady at 125 psi which is what they wanted, and they said they haven’t had a problem since (knock in wood).

Transportation

Five Points – As you know TDOT’s public meeting earlier this month was postponed due to inclement weather. This meeting directed by TDOT has tentatively been rescheduled March 14th at the Storytelling Center. The Visitor Center is booked on March 14th. TDOT wants to give a 30 day notice and has to coordinate the meeting with their staff in Knoxville and Nashville. They landed on March 14th, but are supposed to confirm that date in the next week. Please mark it on your calendar. It is still on a Thursday.

Persimmon Ridge Road/W. Main Street/Shell Road – Todd Wood is working with our staff on a grading plan that combines the grading of the slope on the Cloyd property with the improvements to Shell Road. We have to have a plan to reference with an agreement with Peggy Cloyd that must be approved by the BMA before any work is done. We hope to have this agreement on the Town Board agenda at the February 11th meeting.

11E & SR-354 (Jackson Blvd & Boones Creek Road) – The BMA has approved an engineering agreement with Todd Wood to develop a preliminary improvement plan for this intersection that will be sent to TDOT Knoxville to hopefully be used with a TDOT Safety Grant application sent to Nashville in March. TDOT reviews safety applications from their various regions on a quarterly basis, and Nathan Vatter of TDOT Knoxville says they are expecting to send their projects to Nashville in March.

This is a very complex project. Todd Wood has gotten some samples of good preliminary engineering reports from Nathan Vatter so he knows the information they need. We know we need turning counts and these have to be done with two or more staff observing the intersection for blocks of time. We have a price from Mattern & Craig Engineers to do the counts for 3 hour morning and afternoon blocks of time one day for \$1,000. I have also contacted the Tennessee

Transportation Assistance Program in Knoxville to see if they might help us with the counts. (Note: TTAP called today and will work with us on data collection.) We need to make sure that the counts are credible or the information will not be considered valid. Todd is going to work as well on a left turn coming into town on SR-354 onto N. Forrest Drive and incorporate it into the plan. We will have progress to-date update presented to the TAC at the February meeting on February 28th.

Median Improvements at Jackson Blvd and N. Cherokee – We have received approval from TDOT to change the intersection of 11E and N. Cherokee Street. We will narrow the medians to off-set the left turn lanes, and make N. Cherokee on both sides of 11E right turn only. We will also change the median cut at the main entrance to the Dentition Center so you can only turn right – westbound coming out the exit drive. We are going to schedule the work ASAP, but our priority is to complete downtown. We will be taking out the gas tanks at the Exxon Station very soon so we can complete the sidewalk work at Boone and Main streets.

Median Cut / Turn Lanes on W. Jackson Blvd – The Police Department is working with the Street Department to review accident reports and determine the volume of turning movements at three median cuts on W. Jackson Blvd between West Hills Tractor and the new Family Dollar. We haven't been able to get accurate counts of turn volume with the counters because the cables do not get squared up with the vehicles. We may have to hire someone to count movements throughout the day.

Speed Tables – We want to put speed tables in downtown ASAP. We need to have decent weather because of the concrete work, and Main Street will have to be closed to vehicular traffic for a couple of days. We will want to do it before business perks back up downtown.

Follow-up on S. Cherokee and Woodrow Ave – I don't want to jinx the success of this project (double knock on wood), but since the S. Cherokee/Woodrow safety project was completed in July, 2012 we have had no accidents recorded at the Police Department at this intersection. This is particularly impressive with the number of rain events, and most recently the icing problems.

Solid Waste

The BMA is getting a proposal to trade in our rear-loading back-up garbage truck from a small front-loader truck that can serve as back-up for both the commercial and residential routes. This smaller front-loader truck that can serve as back-up for both the commercial and residential routes. This smaller front-loader can solve some other issues that we have been working on.

1. Pick-up of large container recycling – We have a boom truck we use to pick up large cardboard and other recyclable containers that we place in the community and then haul back to the Recycling Center. The truck is old and wearing out, and the boom lifted containers cost about \$2,000 each and there is only one source to purchase them. We have been looking at an alternative pick-up mechanism, and the smaller truck we have proposed with the front loading capability can pick up dumpsters with lockable lids and slots that can be used for recycling material. The recycling dumpsters located near the Power Board are examples of how they would look. These can be picked up easily by the back-up front loader because it will not have garbage in it on a regular basis.
2. Overnight Refuse Service - Also, we are working on a solution to replace our overnight truck refuse service. We do not have the trucks or manpower to carry out this program long term, but we can use wheeled dumpsters instead

of trucks and pick them up to unload with the front loading garbage truck. This will be four times as efficient as we are operating now.

Grants

Home Grant – Again we are very close to finishing the two new house constructions, and Ms. Williams' rehab is complete. We are working out the final details to get started on Robby Price's house at Depot Street & Second Ave. One sad note, Vangela Gooch of Community Development Partners staff, who was very competent and knowledgeable, died last week.

LPRF – Jim Wheeler is working on the deed for the playground property and Todd Wood is working with Joe McCoy to get the metes and bounds necessary for the walkway easements needed from Brian King and Elizabethton Federal.

Safe Routes – Todd Wood is working on cost estimates on the Safe Routes to School grant from E. Main Street to the Jonesborough schools.

2nd Ave. Railroad Crossing – We have received the gated railroad crossing design plans from Norfolk Southern. The cost estimate is a little over \$219,000 which is within the budget approved by the MPO. The costs will be covered 100% by the MPO. I have to wade through a couple of approvals from different departments, and Norfolk Southern is supposed to send as an installation agreement. This will need to be executed by the Town. The MPO (Johnson City Metropolitan Planning Organization – run by Glen Berry) will pay for the project through TDOT, but it is on a reimbursement basis.

Senior Center

The plans have been sent to the State Fire Marshall and Rural Development for review. We have received approval from the State Fire Marshall. The loan from Rural Development has been closed so the funding is in place. We will bid out the project as soon as we get the plans approved by Rural Development.

The house at 309 East Main Street has been taken down and E. Luke Green will take the water tank down starting next week. Water Distribution has already moved a water line that was going through the property.

We will be under construction by early summer.

Downtown Streetscape Plan

The Street Dept. did a very nice job of reworking the sidewalk at Fox Street and Dogwood Lane. We have to complete the sidewalk from Main Street and Boone Street in front of the Exxon Station.

We met with Gerald Sparks who is overseeing the removal of the gas tanks at the Exxon Station as well as the canopy. We are going to fill the tanks instead of removing them because they are so close to a back retaining wall and the large box culvert that is located behind the Exxon in the alley. With 3 tanks coming out, we are afraid it may cave in an area that damages the culvert or wall. To make this change, the permit application had to be resubmitted to TDEC. That has been done and we have received that approval. Craig Ford is trying to get the work scheduled soon.

Rachel Conger and Terry Alexander are working with Mike Beard, who specializes in interpretive signage, to develop specifications to bid out the wayfinding signage package. We hope to have that ready the first of March.

The new trash receptacles have been received and placed on the sidewalks by the Recreation staff. They have also put together the wooden benches. We have

the metal planters that were ordered as well, and they will be put out when we are ready to put plants in them.

Victor Stanley sent us the wrong tops, and they are replacing the ones they sent. Actually, they told us to keep the wrong ones, and they are sending another set for the 11 receptacles we bought.

McKinney Center

Craig Ford, Dale Ford, and the Carter County Work Camp Crew continue to make progress at the McKinney Center. The HVAC is being installed. We received approval from the State Fire Marshall so we will bid the sprinkler system out next week. The brick for the outside of the addition has been ordered, and we will start that as soon as we get the area around the addition back-filled. The quality of the work remains very good.

Chucky Depot

Jim Wheeler is trying to get the agreement with the Methodist Church off center so we can finalize it and get it to the BMA.

Wi-Fi Downtown

I am working with CenturyLink on a proposal to provide Wi-Fi service downtown in Jonesborough. This service has been described as a "must" for downtowns by tourism consultants. We should have a proposal for BMA consideration in March.

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 following Operations Manager Report:

The majority of my focus the month of January has been on the Booker T project. Most of the plumbing has been completed. I met with the Mayor and Marcy Hawley to pick the colors and tile for the new addition. The water line has been installed in the building and the bore has been made for the fire line to come into the building for the sprinkler system. Most of the drywall has been finished throughout the building and we will hopefully be spraying the "knock down" within the next week.

The gas line has been installed to the building. We need to finish the backfill on the back of the building in order for the gas company to install the meter. The HVAC installation is well underway. The three overhead units in the classrooms have been hoisted into place and the duct work and returns have been installed. They are now awaiting gas and power. Installation of the HVAC for the new addition has not been started, but will be within the next week. According to the contractor, they are working on the duct pipe now in preparation for installation.

The footers have been poured for the front walks and I met with General Shale to order the brick for these areas. I am hoping to start this very soon; weather permitting. We finally received the approval from the State Fire Marshall's Office on the sprinkler system. We will be bidding this out as quickly as possible.

I met with a local company to submit a design for the cabinetry in the kitchen area. I have received this and am awaiting approval of this plan. I also delivered the plumbing plans to various vendors to obtain quotes for the restroom fixtures. I have secured those and issued the purchase requisition.

I also conducted a meeting with Gerald Sparks regarding the removal of the fuel tanks on the Exxon property. During the meeting, it was determined the safer route would be to fill the tanks in place. Upon a conversation with TDEC, they agreed. A supplemental application was sent and TDEC approved the plan. I hope to start this project very soon.

Work is progressing very well in the Old Jonesborough Cemetery and the African American Cemetery. I met with Rachel, Bobby, and a contractor at the cemetery to inquire about stump grinding and final cleanup. He should be submitting a proposal within the week. Bobby and Beebo have done an outstanding job with the Washington County Sheriff's Office bus crew in cleaning the cemetery so far. It looks better at this point than it ever has. When completed, it will be a space the Town can once again be proud of.

I will be working with the Street Department to complete the remainder of the downtown project in the near future. Items remaining include moving the monument from the front of the courthouse to the west side, brick sidewalk extension on Main Street from Washington Drive to Second Avenue, removal of fuel canopy at Exxon site, fill in-place the fuel tanks, construction of sidewalk from Main Street to Sabine, installation of speed tables, and repair to lot at the corner of Main and Fox Streets.

5. Approve the following Committee reports: Historic Zoning Commission, Traffic Advisory Committee, and Planning Commission.
6. Approve the following Supervisor Reports: Director of Tourism and Marketing, Visitor Center Manager, Building Inspector Report, Water Distribution, Environmental Services, Police Division, Street Department, Water Park, Fleet Management, Solid Waste, Park and Recreation, Events Coordinator, Senior Center, Fire Division, Water Treatment, Animal Control, and JRT.
7. Accept the resignation of Olga Paulin, Assistant Program Specialist at the Senior Center, with regrets.
8. Accept the retirement of Jeff Hepner, Compost/Recycling Worker, with regrets.
9. Approve the transfer of Dennis Craddock to Compost/Recycling Worker I at Grade 2 Step 6 (\$22,412) retroactive to February 7, 2013.
10. Proclamation for National Marriage Week USA

Insert - Proclamation

The next item on the agenda was approval of the Financial Report. Mayor Wolfe asked about the financial condition of the Town. Ms. Miller said delinquent tax letters for 2011 will be sent out later in February in anticipation of Tax Suit, and she pointed out that the current year balance in the General Fund is lower than previous year which is primarily due to costs related to the new Senior Citizens Center which will be reimbursed with Rural Development loan funds in the near future. Motion was made by Alderman Countermine, seconded by Alderman Vest and duly passed to approve the Financial Report as presented.

Communications from the Mayor was the next item on the agenda.

Mayor Wolfe made recommendations for appointments to various committees. Motion was made by Alderman Vest, seconded by Alderman Dickson and duly passed to make the following appointments:

1. Appoint Alicia Wood to the Keep Jonesborough Beautiful Advisory Council.

2. Reappoint Jack Van Zandt, Hobart Powell, and Danny Mitchell to the Jonesborough Park and Recreation Board and appoint Josh Blades as a Board alternate.
3. Reappoint Lloyd Fleenor and Beverly Jenkins to the Jonesborough Senior Center Advisory Committee and appoint Mike Ford as a new member to the Committee.
4. Reappoint Joel Conger to the Historic Zoning Commission.
5. Appoint Bill Bledsoe to the Logo Committee.

Mayor Wolfe said that there would be a ribbon cutting for Family Dollar on Thursday, February 14, 2013, at 10:00 a.m. and encouraged people to attend.

Mayor Wolfe asked Donna Freeman to come forward as the Employee of the Month. He then read the following nomination letter submitted by Virginia Causey:

I would like to submit Donna Freeman as Employee of the Month. On Friday, January 18th, there was a very bad snow storm. Many employees had a hard time getting to work or they were not able to come at all. Donna lives on Rock House Road and she made it a little late but safe. The Records office had a renovation project going on and had already planned to close at 3:00 p.m. to get ready for the contractor to come in to do the drywall. Well, the contractor called Craig and asked if they could come in earlier since he had a job scheduled for Friday that had been cancelled. The Recorder staff was already not coming in until 10:00 a.m. due to the weather so they were told to stay home due to the construction because the contractor was hanging drywall and they could not work at their desk. Abbey came to work but stayed in her office since there was no construction being done in there.

Even though the weather was bad, customers came in to transact business. Donna, Abbey and I took care of taking payments, etc. at the Information Window. Abbey came back and forth from her office helping with customers and making change for the customers that were paying with cash. By the end of the day – customers were happy, three packets were typed and mailed, phones were answered, as well as all the regular work was completed from our office. I will have to say that Abbey, Donna and I had a good time even though it was pretty busy.

On Monday, Kim took all of our receipts and money collected from Friday to make the deposit and it balanced to the penny.

I feel with this said, Donna deserves to be recognized for going above and beyond the call of duty of her position. This is what our Town is all about – employees working together in time of need.

Mayor Wolfe said he likes to harass Donna Freeman from time to time, but that he certainly appreciates all the hard work that she does. He said Donna and Virginia put a great face on the Town of Jonesborough and he appreciate it very much.

Mayor Wolfe introduced Andy Hare, David Crockett High School principal. He said Mr. Hare called and said he would like the school and the Town to do things together. He said community service is important to the school. He said this is a great growth opportunity with our high school. Mr. Hare said he became principal last year. He said he worked at Crockett earlier in his career but left to work at Dobyns Bennett as a teacher and coach. He said he had a passion and burden on his heart to come back to Crockett because the students deserve so much. He said 62% of Crockett students live in poverty. He said his goal is to show the students that no matter what their backgrounds are or where they come from, they can succeed in life, and he wants to start the process by partnering with the community. He said Pioneer Parents and Partners is a great organization. Mr. Hare said he wants the school and its students to

help with events in Jonesborough. Mayor Wolfe thanked Mr. Hare and said he commits that he and Town staff will work in partnership with Mr. Hare and David Crockett High School.

Alderman Communications was the next item on the agenda. There were no comments.

Town Attorney comments was the next item on the agenda. Attorney Wheeler said the State Report on Debt Obligation CT-0253 related to the Senior Center and Storytelling building loan with Rural Development-USDA was presented to the Board and should be included in the minutes. Mayor Wolfe said the interest rate on this loan is 3.125% fixed.

Insert Report

Citizen Comments was the next item on the agenda. There were no comments.

The next item on the agenda was the Ordinance rezoning property off Smith Lane at Hillrise Drive from R-1 (Low Density Residential) to PRD (Planned Residential District). Mayor Wolfe recused himself and asked Vice Mayor Countermine to preside over this item. Motion was made by Alderman Dickson, seconded by Alderman Vest, and duly passed to approve on second and final reading an Ordinance rezoning parcels 40.00 and 40.01 on Washington County Tax Map 052 off Smith Lane at Hillrise Drive in Jonesborough from R-1 (Low Density Residential) to PRD (Planned Residential District). Mayor Wolfe rejoined the meeting.

Insert Ordinance

The next item on the agenda was an amendment to the Personnel Policy concerning Drug and Alcohol Testing. Alderman Vest stated that he would like to see all employees tested under the random drug policy. He said he felt it was a fair policy and that all employees that handle cash and represent the Town should be subject to the same policy as the ones who drive Town trucks and equipment. The Mayor said this would be in addition to the proposed changes being considered at this meeting and is something we could address in the future. Motion was made by Alderman Vest, seconded by Alderman G'Fellers and duly passed to approve the Resolution establishing a new subsection in the Drug and Alcohol Testing Policy that states new employees in their orientation period will be tested during any random drug testing that takes place during their orientation.

Insert Amendment

The next item on the agenda was the approval of Change Order No. 2 on Phase I of the Wastewater Project. Motion was made by Alderman G'Fellers, seconded by Alderman Vest and duly passed to approve Change Order #2 on Phase I of the Wastewater Project for an increase of \$10,300.53 to be paid out of the contingency budget for the project.

Insert Change Order #2

The next item on the agenda was the proposal to purchase equipment for the Solid Waste Department. Mayor Wolfe said he likes the idea of solving several problems with the same solution. He said currently we have to collect cardboard from those large beige containers that have to be hoisted on the truck by a hook. He said employees have to go out and do this by hand when the truck is down. He added that this proposal should make the collection of the cardboard more efficient and encouraged Board members to support the proposal. Motion was made by Alderman Countermine, seconded by Alderman Dickson, and duly passed to approve the proposal to purchase a refurbished front-loading garbage truck from Alliance Refuse for \$87,000 while receiving \$32,000 trade-in value for our existing rear-loader garbage truck, make a \$15,000 down payment on the refurbished truck and pay the remaining \$40,000 by September, 2013, out of the Solid Waste Fund, and authorize the Mayor to enter into

any agreement reflecting this approved arrangement after review and acceptance of any documents by the Town Attorney.

The next item on the agenda was the approval to sell surplus Town equipment. Motion was made by Alderman Vest, seconded by Alderman Countermine and duly passed to approve declaring two dump trucks, a pickup, an old vacuum truck and the E350 van as surplus and selling them at auction or on govdeals.com.

The next item on the agenda was an Ordinance adopting the 2006 Edition of the International Building Code and Associated Codes and an Ordinance Adopting the 2006 Plumbing Code. Motion was made by Alderman Countermine, seconded by Alderman Vest and duly passed to (1) approve on first reading an Ordinance amending Title 4, Chapter 1, by adopting the following codes and establishing associated penalties and permit fees:

- (1) International Building Code – 2006 Edition
- (2) International Residential Code – 2006 Edition with Appendix J, Existing Buildings and Structures
- (3) International Mechanical Code – 2006 Edition
- (4) International Fuel Gas Code – 2006 Edition
- (5) International Existing Building Code – 2006 Edition
- (6) International Fire Code – 2006 Edition
- (7) Accessibility Code – 2003 Edition ICC/ANSI A117.1

ORDINANCE NO. __

AN ORDINANCE TO AMEND TITLE 4 BUILDING, UTILITY AND HOUSING CODES

WHEREAS, the current building and fire codes are deemed to be outdated and in need of updating

WHEREAS, the International Residential Code - 2006, International Fuel Gas Code – 2006, International Mechanical Code – 2006, International Plumbing Code – 2006, International Building Code – 2006, International Existing Building Code – 2006, International Fire Code – 2006, and the 2003 ICC/ANSI A117.1 Accessibility Code, provisions related to the electrical code shall be governed and enforced by the State of Tennessee

NOW, THEREFORE BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Jonesborough, Tennessee that Title 4, Chapter 1 of the Jonesborough Municipal Code is hereby amended as follows:

SECTION

- 4-101 – Building code adopted
- 4-102 – Modifications
- 4-103 – Available at town hall
- 4-104 – Violations and penalty
- 4-105 – Permit fees

4-101 Building Code Adopted. Pursuant to authority granted by Sections 6-54-501 through 6-54-404 of the Tennessee Code Annotated, and for the purpose of regulating the construction, alteration, repair, use and occupancy, location, maintenance, removal, and demolition of every building or structure or

appurtenance connected or attached to any building or structure, the International Building Code – 2006 Edition with revisions is hereby adopted and incorporated by reference as a part of this code, and is hereinafter referred to as the building code.

In addition, the following associated codes with revisions and amendments are also hereby adopted and incorporated by reference:

- (1) International Residential Code – 2006 Edition with Appendix J, Existing Buildings and Structures.
- (2) International Mechanical Code – 2006 Edition
- (3) International Fuel Gas Code – 2006 Edition
- (4) International Existing Building Code – 2006 Edition
- (5) International Fire Code – 2006 Edition
- (6) Accessibility Code – 2003 Edition ICC/ANSI A117.1

Provisions related to the electrical code will be governed and enforced by the State of Tennessee.

4-102 Modifications

- (1) The following exceptions shall be adopted in reference to these codes:
- (2) Whenever the building code refers to the “Chief Appointing Authority” or the “Chief Administrator”, it shall be deemed to be a reference to the Jonesborough Board of Mayor and Aldermen. When the “Building Official” is named, it shall, for the purposes of the building code mean the Town’s Building Inspector or such person(s) as the Board of Mayor and Aldermen shall have appointed or designated to administer and enforce the provisions of the building code.

4-103. Available at Town Hall. Pursuant to requirements of the Tennessee Code Annotated, one (1) copy of the International Building Code – 2006 Edition and the other associated codes hereby adopted in this ordinance have been placed in the Administration Office at Town Hall and shall be kept there for the use and inspection of the public.

4-104. Violations and Penalty. It shall be unlawful for any person to violate or fail to comply with any provision of the Building Code or associated codes herein adopted by reference and modified. The violation of any section of this chapter shall be punishable by a penalty of up to \$50.00 for each offense. Each day a violation is allowed to continue shall constitute a separate offense.

105. Permit Fees. The schedule of permit fees shall be the fees established in the building and associated codes herein adopted.

SCHEDULE OF PERMIT FEES

BUILDING PERMIT FEES

<u>Total Valuation</u>	<u>Fee</u>
\$1,000 and less	No fee, unless inspection required, in which case a \$15.00 fee for each inspection shall be charged.

_____ Alderman Vest, _____ Alderman Dickson, _____ Alderman
G'Fellers
Those _____ voting _____ against:

_____ PASSED ON FIRST READING _____ February 11,
2013 _____

KELLY WOLFE, MAYOR

ATTEST:

ABBEY MILLER, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

Motion was made by _____ and seconded by
_____ that the preceding ordinance be adopted on first
reading. Those voting for the adoption thereof were:

Those _____ voting
against: _____

PASSED ON SECOND READING _____

KELLY WOLFE, MAYOR

ATTEST:

ABBEY MILLER, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

and (2) approve on first reading an Ordinance adopting the International Plumbing Code
– 2006 Edition with associated penalties and permit fees:

ORDINANCE NO. __

AN ORDINANCE TO AMEND TITLE 4, CHAPTER 2 PLUMBING CODES

WHEREAS, the current building and fire codes are deemed to be outdate and in of updating;

NOW, THEREFORE BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Jonesborough, Tennessee that Title 4, Chapter 2 Plumbing Code of the Jonesborough Municipal Code is hereby amended as follows:

SECTION

4-201 – Plumbing code adopted

4-202 – Modifications

4-203 – Available at town hall

4-204 – Violations and penalty

4-205 – Permit fees

4-201 Plumbing Code Adopted. Pursuant to the authority granted by Tennessee Code Annotated §6-54-501 through 6-54-504 and for the purpose of regulating plumbing installations including alterations, repairs, equipment, appliances, fixtures, fittings and the appurtenances thereto, within or without the town, when such plumbing is or is to be connected with the town water or sewerage system, the International Plumbing Code – 2006 Edition (IPC) with revisions and amendments in hereby adopted and incorporated by reference as part of this code and is hereinafter referred to as the plumbing code.

-202 Modifications. Definitions.

(1) Wherever the plumbing code refers to the “Chief Appointing Authority”, the “Administrative Authority” or the “Governing Authority”, it shall be deemed to be a reference to the Board of Mayor and Aldermen. Wherever “city engineer”, engineering department, plumbing official or “inspector” is named or referred to, it shall mean the Building Inspector or person(s) appointed or designated by the Board of Mayor and Aldermen to administer and enforce the provisions of the plumbing code.

4-203. Available at Town Hall. Pursuant to requirements of the Tennessee Code Annotated, one (1) copy of the International Plumbing Code – 2006 Edition and the other associated codes hereby adopted in this ordinance have been placed in the Administration Office at Town Hall and shall be kept there for the use and inspection of the public.

4-204. Violations and Penalty. It shall be unlawful for any person to violate or fail to comply with any provision of the Building or Plumbing Code or associated codes herein adopted by reference and modified. The violation of any section of this chapter shall be punishable by a penalty of up to \$50.00 for each offense. Each day a violation is allowed to continue shall constitute a separate offense.

4-205 Permit Fees. The schedule of permit fees shall be the fees established in the building and associated codes herein adopted.

PLUMBING PERMIT

\$11.00 For issuing permit

\$2.75 For each plumbing fixture or trap of fixtures on one trap (including water and drainage piping)

\$5.50 For each house sewer

\$5.50 For each house sewer having to be replaced or repaired

\$2.75 For each water heater and/or vent

\$5.50 For installation of water piping and/or water treating equipment

- \$5.50 For alteration or repair of water pipe and/or water treatment equipment
- \$5.50 For repair or alteration of drainage or vent piping
- \$2.75 For vacuum breakers or backflow protective devices installed subsequent to the installation of piping or equipment served

PENALTIES

Where work for which a permit is required by this code is started or proceeded prior to obtaining said permit, the fees herein specified shall be doubled, but the payment of such double fee shall not relieve any persons from fully complying with the requirements of this code in the execution of the work nor from any other penalties prescribed herein.

This ordinance shall become effective April 1, 2003 after its passage on second and final reading.

Motion was made by Alderman Counterline and seconded by Alderman Vest that the preceding ordinance be adopted on first reading. Those voting for the adoption thereof were: Alderman Counterline, Alderman Vest, Aldermen Dickson, Alderman G'Fellers
 Those voting against:

PASSED ON FIRST READING February 11,
2013

 KELLY WOLFE, MAYOR

ATTEST:

 ABBEY MILLER, RECORDER

APPROVED AS TO FORM

 JAMES R. WHEELER, TOWN ATTORNEY

Motion was made by _____ and seconded by _____ that the preceding ordinance be adopted on first reading. Those voting for the adoption thereof were:

Those voting against: _____

PASSED ON SECOND READING _____

 KELLY WOLFE, MAYOR

ATTEST:

ABBHEY MILLER, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

The next item on the agenda was the approval of the Short-Term Lease Agreement with the International Storytelling Center (ISC). Mayor Wolfe said this lease runs through May 31st, 2013, and the plan is to have a long-term lease prepared before that date for Board approval. He said the Town is retaining the plaza, office space and gift shop space in the Storytelling Center. He said his intention is to develop a good plan for those areas and continue to make this a win-win for the Town. He said it was nice to see the loan on the building closed with a lower interest rate than was expected. Alderman Dickson asked if the Town would be collecting the revenue from the weddings, receptions, etc. Mayor Wolfe said at this point that remains a function of ISC but we are going to work out a provision for a certain amount of the usage of the building at no cost. He added that the Town owns the building and the Board has an obligation to make sure the public benefits from the use of the building. Alderman Vest said one issue he had was the lease payment being reduced from \$3,900 to \$3,800 per month and he did not understand why we did that. He added that just because the Town got a better than expected interest rate did not mean that we necessarily had to pass the savings along. He said we need to make sure the long-term agreement is fair to the Town. Motion was made by Alderman Vest, seconded by Alderman Countermine and duly passed to approve the Short-Term Lease Agreement with the International Storytelling Center, and authorize the Mayor to execute the document.

Insert Lease

Mayor Wolfe adjourned the meeting.

ABBHEY MILLER, RECORDER

KELLY WOLFE, MAYOR