

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

MARCH 11, 2013

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

Mayor Wolfe called the Public Hearing to order and stated that the only item for consideration was the Ordinance adopting the 2006 Edition of the International Building Code and Associated Codes and an Ordinance adopting the 2006 International Plumbing Code. There were no comments.

Mayor Wolfe adjourned the Public Hearing.

ABBAY MILLER, RECORDER

KELLY WOLFE, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

MARCH 11, 2013

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, March 11, 2013, 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. Marcy Hawley led the pledge to the Flag.

Upon call of the roll those present were: Mayor Kelly Wolfe, Alderman Adam Dickson, Alderman Homer G'Fellers and Alderman Chuck Vest. Alderman Terry Countermine was absent due to surgery. Also present were: Administrator Bob Browning, Executive Assistant Virginia Causey in the absence of Town Recorder Abbey Miller, and Operations Manager Craig Ford. Attorney Wheeler was out of town.

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. Mayor Wolfe asked that the Park Maintenance Worker item be pulled due to a complication. Motion was made by Alderman G'Fellers, seconded by Alderman Vest and duly passed to approve the following items on the Consent Agenda:

1. Approve the minutes of February 11, 2013.
2. Approve the following bills:

<u>VENDOR</u>	<u>AMOUNT</u>
A-Z Office Resources	624.61
Adam Johnson	360.00
Advance Auto Parts	1217.82
Aflac	2417.78

Aggregates USA, LLC	5056.44
American Water Works Association	187.00
<u>VENDOR</u>	<u>AMOUNT</u>
Andy Oxy Company, Inc.	212.92
Appalachian Gypsum	33.75
APWA	184.00
Aramark Uniform Service	1228.24
Archer Brothers Garage	130.00
Archer Electric Service	725.00
Aries Industries, Inc.	422.27
Auto Zone #2087	79.43
B & H Photo	220.40
Barbara L. Bogart	324.00
Barnes Exterminating Co	100.00
Batteries Plus-551	28.99
Bay's Truck Salvage	50.00
BKT Uniforms	548.91
Blue Cross-Blue Shield	70590.14
Bimbas	1400.00
Bowman Driveshaft	315.00
Bowman Driveshaft	87.00
Bradley's Machine Welding	770.00
Branham Corporation	227.56
Bray's Recapping Service	1072.08
Brenntag Midsouth Inc.	4193.99
Brian A Privette	125.00
Brody Duncan	35.00
California Contractors	99.80
Cartridge World	119.99
Central Child Support	579.70
Central Paper & Supply	603.88
CenturyLink	283.50
Champion Chevrolet	665.64
Chappell's Pest Control	45.00
Charles Lane	82.40
Chief Supply	267.96
Chocklett Press	665.00
Cintas Corporation #202	437.99
Citizens Security	4219.45
City Electric Supply	5719.02
Clear Channel Airports	555.00
Community Development	12000.00
Consolidated Pipe & Supply	3312.72
Contract Furnishings	4994.01
Copynet, LLC	7.58
D.Todd Wood	3850.00
David Cook – Photography	255.00
David Crum	105.00
Dearborn National	444.80
Desert Diamond Industries	100.00
Ditch Witch Equipment	221.06
Douglas Reiser	45.00
Drew Deakins Design	150.00
Dry Clean City	160.00
Dustin Hinkle	130.00
Earth & Sky Confections	45.00
East TN Rent-Alls	297.15
Ecosafe Landfill	3541.85
Employee Security	475.00
Erwin Utilities/Electric	55.53

ESC Lab Sciences	1566.00
Fairway Manufacturing	207.42
Ferguson Enterprises #5	13135.40
<u>VENDOR</u>	<u>AMOUNT</u>
First Tennessee Bank	8841.36
First Tennessee Bank	5442.76
First Tennessee Bank	4867.16
Fisher Scientific Co. LL	230.20
Fleenor Security System	130.13
Fleet Pride	9.25
Food City	267.77
Foster Signs	635.95
Fuelman	41.93
G & C Supply Co., Inc.	4108.99
G & W Diesel	70.72
Gall's LLC	536.43
General Sessions Court	435.00
General Shale MSC 30523	900.00
Glenn Allen Shelnett	998.75
Goldstar Products	347.96
Grainger	301.86
Great Lake Sports	87.39
Great Smoky Mountain Association	64.11
Green Pastures Wholesale	124.15
GRP	452.16
GRW Engineers, Inc.	15678.63
Hayes Pipe & Supply	1597.52
HD Supply Waterworks, Ltd	6955.34
Herman Kenneth Story	705.00
Hillhouse Graphic Design	35.00
Historic Jonesborough	150.00
Ingles #4205	106.50
International Storytelling	90.00
J Mack Bowery Insurance	3013.00
J.W. Greene	24.99
James Frederick	24.02
Jamie Amer	137.48
Janette Gaines	20.00
Janpak, Inc.	2178.72
Jefferson Sales South	1275.00
Jeffrey Allen Story	65.00
Jennifer Schmidt	2000.00
John Rambo	875.00
Johnson City Kubota	34.22
Johnson City Utility System	8.26
Jonesborough Senior Center	1459.97
Jonesborough/Washington	46.85
Judith Marri	82.40
Justin Adam Perry	35.00
Kathy Storey	22.50
Ken Ross Architects, Inc.	3827.50
Ken Smith Auto Parts #4	161.15
Kimball Midwest	757.44
King Respiratory Service	50.00
Lacie N Black	110.00
Liberty National	991.56
Louise Durbin	10.00
Lowe's	8921.74
Lubrication Equipment	156.11
Lucas M Schmidt	90.00

Mackenzie Clark	115.00
Main Street Café	142.50
Matthew Bliss Hawkins	14.88
Matthew Ingle	65.00
<u>VENDOR</u>	<u>AMOUNT</u>
MC Septic Services	80.00
McCollum Bottled Water	6.29
Meade Tractor	28.25
Medical Center Homecare	67.50
Medtech Wristbands	57.25
Medworks Occupational M	174.00
Melinda Copp	46.99
Michael Jackson	46.00
Michael Orzechowski	471.40
Microbac A/R	243.70
MSHA	2282.12
Nafeco, Inc.	1725.72
Napa Auto Parts	2277.90
Nationwide Retirement	1202.65
Native Ground Music	74.11
Newman Heating & Air	427.50
North American Salt Co	10575.74
Northeast TN Tourism	2250.00
Northeast TN Tourism	50.00
Nortrax	253.12
Office Depot Credit Plan	67.97
Office of the Chapter 1	877.00
Olde Towne Hardware	991.40
Olde Towne Small Engine	68.70
Otto Environmental	6010.00
Overhead Door	42.50
Pardue Photographics	320.00
Precision Ironworks	50.00
Print Distribution Service	919.25
Rachelle Archer	40.00
Ramey Ford-Lincoln-Mercury	38.19
Reeves Alignment & Auto	224.45
Reliance Standard (Vol)	344.63
Ricoh USA, Inc.	2361.28
RMJ Distributing Co.	389.93
Robin B. Beals	1425.00
Robin Goodman	21.81
Safe Industries	7740.00
Saratoga	1656.22
Saratoga Financial	4487.05
Schreiber Corporation	306.00
Shirt Tail Designs	274.85
Shred-It	21.30
Smoky Mountain Truck Center	99.38
Smoky Mountain Living	1400.00
Southeastern Security	185.00
Southern Living	10.95
Southern Pipe & Supply	71030.93
Spectra Environmental	99.99
Spotless Carpet Cleaner	1566.50
Sprint	25.53
Stafford Custom Graphic	73.55
Standard Forms	380.00
State of Tennessee	340.00
Stowers	274.74

Summers Hardware	164.54
Summers-Taylor Inc.	941.71
Swisher Hygiene	57.90
Tania Hyatt	150.00
TAUD	280.00
<u>VENDOR</u>	<u>AMOUNT</u>
Taylor Battering East Whs	381.18
TBI-Fiscal Services	290.00
Teledyne Isco, Inc.	164.45
Terminix Processing Center	203.00
Terry Countermine	210.00
The Crazy Cupcake	30.00
The Dining Room	47.98
The Naked Bee	241.00
The History Press	290.74
TML Risk Management Pool	1128.55
TN Dept. of Health	450.00
TN Dept. of Revenue	76.00
TN Dept. of Revenue	1078.00
TN Dept. of Safety	1140.00
TN Local Dev. Authority	3183.61
TN Safety & Health Council	55.00
Town of Jonesborough	1537.55
Town of Jonesborough (T	1565.60
Toy Splash	89.70
Tri-City Auto Parts	500.00
TRPA	100.00
Truckers Lighthouse	1876.00
UETBOA	30.00
United Art & Education	701.15
United Parcel Service	150.52
United Rentals	55.00
United States Plastic C	75.76
United Way	329.00
USA Blue Book	2439.92
Valley Equipment Co	833.44
Valley Trailer Repair	180.00
Verizon Wireless	69.44
Vistaprint Netherlands	64.63
Wal-Mart Store / GEMB	2487.56
Wash. Col Volunteer Firefighter	20.00
Washington Farmers Co-op	233.97
Washington Farmers Co-op	26807.29
Waste Management	1518.46
Weems Florist	343.95
West Group	146.08
Western Refuse & Recycle	900.00
Wheeler & Seeley	5036.67
White's Auto Parts	1917.98
Williams Electric	1258.99
Yankee Salvage	80.00
ZFX, Inc.	<u>95.00</u>
TOTAL	\$424,695.02

3. Approve the following Town Administrator Report:

TOWN ADMINISTRATOR'S REPORT

MARCH 2013

Wastewater Improvements:

Phase I of the Wastewater Improvement Project continues despite the rainy and cold weather. The project is supposed to be completed in May, but there will be extensions of time due to weather and the additional work in Change Order #3 if it is approved. Judy Construction established a 12 month schedule in their bid, which would be difficult to meet even without inclement weather. They have worked aggressively the entire period, and the reports are they are doing excellent work.

GRW is supposed to finish the design on the plant improvements associated with the Phase II project this month. These plans will be sent to TDEC, and to Rural Development as soon as we get an obligation of funds commitment from Rural Development. The 30 day environmental notice comment period is up and no major concerns were expressed. A notice of No Significant Impact has to be published then funds can be obligated. That should all happen in two weeks. We are hoping it is sooner than later so we can get plans and specifications approved and the project bid out before we lose the warm weather, and while the current contractor is still in Jonesborough.

I have previously discussed our plans to split the bidding and construction. It is likely that the plant improvement plans will be ready to send to Nashville before the plans for the outfall line. Either way, we will not get authorization to bid until we get all of the easements we need. Hugh Thomason has been doing an excellent job in trying to move that process forward.

Water:

MIOX – We are still working on providing the documentation necessary to move forward with the lease document needed to fund the improvements.

Water Loss Reduction – The next big improvement project in our Water System Zoning Plan to assist in reducing water loss, is the extension of the 12” ductile iron water line down US-11E about a mile from Grandview School to the Limestone intersection. This is an expensive project because of materials cost, but also because we have to bore under US-11E two or three times. There are also some creek crossings that may move us out of the State right-of-way. This project was included in the initial Zone 1 and 2 recommendations, but was not implemented because of its expense, and the fact that the Bowmantown Road improvements were the top priority. We will continue to look at ways to reduce costs, and to determine a way to fund the improvements.

Transportation

Five Points – TDOT is conducting a public meeting in the Library of the International Storytelling Center at 5:00 p.m. this next Thursday, March 14th. The meeting is for TDOT to provide the public with an overview of the proposed project and take comments.

Persimmon Ridge Road/W. Main Street/Shell Road – A plan for the Cloyd property has been developed by Todd Wood and reviewed by staff. The plan has been sent to the Town Attorney for him to prepare a proposed agreement that can be submitted to the BMA for possible action. Because of the associated work with Shell Road, we are not proposing the project begin until June, 2014.

11E & SR-354 (Jackson Blvd & Boones Creek Road) – Todd Wood has worked with TDOT in Knoxville to prepare an action plan that has been sent to Knoxville for TDOT review. The plan has been developed on a schedule that will allow the Knoxville TDOT staff to submit it to Nashville for funding. The grants submittals within TDOT are done on a quarterly basis, and TDOT Knoxville has to send their request to Nashville by March 8th.

The plan is a preliminary schematic that is used to justify funding and to authorize TDOT staff to pursue the project more formally. Hopefully, TDOT will approve the project moving forward because we do have some serious issues with this intersection.

The Tennessee Transportation Assistance Program undertook a comprehensive turning movement survey of the Jackson Blvd/Boones Creek Road intersection for 12 hours. Two people were necessary to record all of the turning movements at the intersection. We have not seen the results to-date.

Median Improvements at Jackson Blvd and N. Cherokee – We are trying to work these improvements into the schedule of the Street Department. The Street Department is currently focused on completing working downtown.

Speed Tables – We now have the granite necessary to install the speed tables downtown. Craig Ford hopes to initiate this work in the next two weeks weather permitting.

Solid Waste

Jeff Thomas has scheduled the Keep Jonesborough Beautiful Advisory Council training session for March 28th. There is an initial session in this training of Council members in which Town leaders are encouraged to attend. If you are available and want to attend, please mark it on your calendar.

Grants

Home Grant – Three houses are essentially complete and final inspections are taking place and the issuance of the Certificate of Occupancy. The Robby Price house is under construction. There is enough money for two more houses, so additional applications will be taken.

LPRF – Joe McCoy has completed the survey work needed for the walkway easements and the property for the playground. The survey has been sent to Town Attorney Jim Wheeler for him to prepare the easements that must go back to Brian King and Elizabethton Federal. Rachel Conger has been working with the Playground Committee on a playground schematic, and developing a cost estimate. We cannot move forward with construction until the easements are in place.

2nd Ave. Railroad Crossing – We have the construction estimates from Norfolk-Southern on the gate railroad crossing project. We are waiting on the contract and agreement from Norfolk-Southern that needs to be signed to move the project forward. The estimate of \$219,000 is within the 100% funding assistance being provided through the MPO.

Tourism Grant – We received a tourism grant (\$6,000) to purchase the electronic equipment to operate a lodging kiosk at the Visitor Center. The equipment is sole source and has been purchased through the grant. It is to take two months to manufacture the unit, and should be sent next month. The kiosk will be located under the Visitor Center portico at the location of Alicia Phelps' window. We looked at a kiosk station outside at the sidewalk, but there was not a good location, and with the big Visitor Center marquee sign, the outside kiosk would greatly reduce the openness at the entrance to the Visitor Center.

Senior Center

We have not received approval from Rural Development on the plans and specifications. We will be ready to put the project out for bid as soon as the plans are approved.

The \$2.3 million from RD to build the Center is in place. The concrete water tank has been removed, and we have re-worked any utilities that were going through the Senior Center site. I have provided Washington County with an update on the project.

Downtown Streetscape Plan

The Street Department has taken down the canopy over the gas pumps, and the pump island removed. We are removing the asphalt over the underground tanks so test samples can be taken of the soil around the tanks as well as the pump island. S&ME is doing the testing, and have been sent a copy of the permit from TDEC. The testing is supposed to take place next week, and TDEC will be on site to monitor than process.

Rachel Conger and Terry Alexander have been working on the specifications necessary to bid out the Wayfinding Signage. We are trying to use the right product that will provide the appearance of wood but last much longer without the problem of rot. We are working with Mike Beard to develop the specifications on the information kiosks.

McKinney Center

Work is going along rapidly at the Center. The HVAC system installation is near completion. We are resolving issues with doors. Floors are being refinished, and much of the interior has been painted including the addition. We are ready for bathroom fixtures in the new bathroom after the tile floor is installed. We have all the lighting fixtures for the building, and we will begin installing them. We expect to order kitchen cabinets on Monday. We go much higher bids than anticipate on the Sprinkler system installation, and we are trying to work through that issue.

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:

Progress continues at Booker T. school. As you are aware, we are trying to get this project completed by mid-May. A majority of the HVAC system has been installed. Gas has been connected to the building. All the interior doors are up, texture has been applied to all the walls and ceilings, most of the building has received a coat of paint, (with the exception of the gym), and the main electric lines will be installed on Monday.

The floors have been sanded in the two classrooms and the office. All the plumbing has been installed and pressure tested. The water heater has also been installed and the line for the sprinkler has been dug. I have worked with the lighting contractor and most of the lights are now in. I have been working with a local building material supply company in an attempt to substantially reduce the cost of the exterior doors.

I met with the architect and sprinkler contractors for the purpose of completing a pre-bid walk-through on the sprinkler system. We received only one bid and it was substantially higher than expected. It is disappointing, but we may need to re-bid this. I am awaiting a final selection on the cabinets and we will try to order them this month.

I also met this month with Curtis Buchanan regarding the Exxon Station and possible planning for use of the building for the Farmer's Market. I also met with Herman Archer to review the change or upgrade in electrical that needs to be completed. Raymond Yoakley was able to remove the heat-pump from the Main Street property prior to demo on the house. At the Mayor's direction, I met with Raymond at the Exxon station and his assessment is that the heat-pump will work well at this site.

As you are aware, the Street Department has completed removal of the canopy at the Exxon station and the sign was removed from the building. We have met with Gerald Sparks at this site on numerous occasions and he will be supervising the project from the field. I have also met with S&ME at this site for an inspection as they will be the company who will complete the required TDEC core drilling. I am awaiting a proposal from them.

The canopy was removed due to remediation of the tanks, as well as the continuation of the downtown project. I am trying to get the tank project completed in order that we may proceed with the sidewalk from Main to Sabine. There is also an additional streetlight slated for this area.

The old water tank was removed this month on the new Senior Center site. This was contracted with E. Luke Green Company. There was a water line that had to be relocated for this project, but it would have to have been moved prior to construction anyway. To my knowledge, the site is now ready for grade work, whenever that is to be scheduled.

Phase I of the remodeling project in the Records office has been completed. This consisted of adding a storage closet over head in order to clear out a vacant office to be used by Sarah. We will be ready to begin phase II of this project very soon which will consist of changing the countertop, adding three partitions to create privacy for customers, and a full door. This will also provide added security.

I also completed renovation of the lobby at the JRT. We removed the old drywall, added studding and insulation, and installed new drywall. A private contractor finished the new drywall and volunteers at JRT re-painted. A contractor is scheduled to begin leveling the floor in the lobby on Monday and new carpet, (of which Dale was able to get donated), is scheduled to be installed Friday.

As per Alderman Vest's request at last month's Board meeting, I met with our medical advisor at Mountain States Health Alliance, as well as our Government liaison regarding our drug testing policy. This meeting was very beneficial as it relates to our current policy and any prospective changes we wish to make in the policy.

I order what I hope is the last of the granite curb we will need to finish the downtown project. We did not have enough curbing to complete the speed tables, Main street south from Washington to the Second Avenue parking lot, and the Exxon station. We have already received half the order. AS soon as we can expect consistently good weather for a couple of weeks, I will schedule the speed tables for construction. We cannot afford to get this wrong from a timing perspective because once we close the street for construction; we cannot open it back up until installation is complete.

5. Approve the following Committee Reports as presented: Tourism Logo Committee, Historic Zoning Commission, Board of Zoning Appeals, Planning Commission, and Visitor Center Committee.

6. Approve the following Supervisor Reports as presented: Director of Tourism & 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, Animal Control, JRT, Fire Division and Water Treatment.
7. Approve Sherry Peters as a part-time Assistant Program Specialist at the Senior Center at Grade 1 Step 1 (\$8.85 per hour for 20 hours per week) subject to the background check and all pre-employment conditions.
8. Accept the resignation of Scottie Greene, Public Safety Officer.
9. Approve the Special Event Permit application for the Jonesborough Farmers Market to be held on the eastside of the Courthouse each Saturday (except July 6th) from May 4th through September 28th from 8:00 a.m. until 12:00 noon, and Saturdays from October 12-26th from 9:00 a.m. until 12:00 noon, as presented, subject to review by the Town Attorney of the Hold Harmless Agreement and Proof of Insurance.
10. Approve the Special Event Permit for the Jonesborough Farmers Market, Main Street Café, and Bomba's Fresh Italian to hold the Farm to Table Dinner on Main Street on Saturday, August 24, from 7:00 p.m. – 10:00 p.m. with Main Street and any necessary side streets being closed at approximately 5:00 p.m. for set-up, subject to the Town Attorney's review of the Hold Harmless Agreement and Proof of Insurance.
11. Approve the request for a Special Event Permit to hold the Chiari-Syringomyelia Unite @ Night Walk in downtown Jonesborough on Saturday, June 1, 2013, with Main Street being closed from Fox Street to 2nd Avenue from approximately 6:30 p.m., until 9:00 p.m. subject to the Town Attorney's review of the Hold Harmless Agreement and Proof of Insurance, and with Melinda Copp, Special Events Coordinator, to double check that there are no conflicts with other events.
12. Approve the Special Event Permit for the Tuesday Garden Club and Shubert Club to hold the 17th Annual Garden Gala in Jonesborough on Saturday, May 2, 2013, from 8:00 a.m. – 5:00 p.m., including the use of the Jonesborough Visitor Center, associated parking lots and grounds, subject to review by the Town Attorney of the Hold Harmless Agreement and Proof of Insurance.
13. Approve the Special Event Permit for the District Attorney's Office and the Washington County Sheriff's Office to hold the Justice in Motion 5K Run/Walk in support of crime victims' rights on Saturday, April 27, 2013 from 8:00 a.m. – 11:00 a.m. along Jackson Blvd at the Justice Center, Payne Road, College Street, and Miller Drive, with Police Chief Matt Hawkins responsible for closing streets or lanes as necessary during the run to project safety, subject to the Town Attorney's review of the Hold Harmless Agreement and Proof of Insurance.
14. Approve the Special Event Permit for a Relay for Life of Jonesborough, a fundraising event for the National Cancer Society, to be held at 8:00 a.m. Saturday, July 20th, 2013, in downtown Jonesborough with Main Street and associated side streets being closed from Fox Street to 2nd Avenue during the event, with Special Events Coordinator Melinda Copp responsible for the logistical aspects of the event and subject to the Town Attorney's review of the Hold Harmless Agreement and Proof of Insurance.
15. Approve the street closings for Jonesborough Days from July 5 – July 7, 2013, as requested including Main Street from Fox Street to 2nd Avenue from 8:00 a.m. Friday, July 5th, through street cleaning on Sunday evening after 5:00 p.m., and Boone Street on Saturday, July 6th, from 9:30 a.m. until 11:00 a.m. for the parade.

16. Approve May 10 - May 11, 2013, as the Arbor Day Celebration in Jonesborough and approve the proclamation establishing May 10, 2013, as Jonesborough official date for the kick-off ceremony.
17. Approve the following pieces of equipment as surplus and authorize their sale:
 1. Tromax 6012 Trammel Screen
 2. 1987 Chevrolet Spreader Truck
 3. Taylor Model 3575 PTO Mixer
 4. G-30 Auger Dawg for Bobcat

The next item on the agenda was approval of the Financial Report. Motion was made by Alderman Vest, seconded by Alderman Dickson and duly passed, to approve the Financial Report as presented.

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

Mayor Wolfe announced that the Veteran's Memorial Day Ceremony will be held at the Visitors Center on May 26th at 2:30 p.m.

Mayor Wolfe announced that Alderman Homer G'Fellers has submitted a letter resigning from the Jonesborough Veterans Affairs Committee and asked that we accept the resignation with regrets. Motion was made by Alderman Vest, seconded by Alderman Dickson and duly passed to approve the resignation of Homer G'Fellers from the Jonesborough Veterans Affairs Committee.

Mayor Wolfe asked that Rebecca Moss be appointed to Historic Zoning Commission. Motion was made by Alderman G'Fellers, seconded by Alderman Vest and duly passed to approve the appointment of Rebecca Moss to Historic Zoning Commission for a term of March, 2013 – March, 2018.

Mayor Wolfe announced that Gary Lykins recently received the following certifications: A8R Automobile: Engine Performance, A5R Automobile: Brakes, A4R Automobile: Suspension & Steering, A1R Automobile: Engine Repair, C1R Service Consultant: Automobile Service Consultant, and P2R Parts: Automobile Parks Specialist. Mayor Wolfe thanked Mr. Lykins for all his hard work and dedication to the Town.

Mayor Wolfe read an article about Jonesborough that was submitted by Bob Rogers to the magazine "Country, the Land and the Life We Love":

Insert Article

Mayor Wolfe announced that there is a meeting on Thursday, March 14, 2013, at 5:00 p.m. at the Storytelling Center to present TDOT's proposal for Five Points.

Mayor Wolfe announced that the railroad intersections in Town will be closed on Tuesday, March 12, 2013, while the railroad is replacing the rails.

Mayor Wolfe announced that a Keep Jonesborough Beautiful/Keep America Beautiful meeting will be Thursday, March 28, 2013, from 12:00 noon to 4:00 p.m.

Mayor Wolfe read thank you cards from three employees, Raymond Francis, Charles Lyons, and Hugh Thomason who all lost their mothers recently. Mayor Wolfe said he hoped that the employees know that we do think about them and keep them in our prayers during these times.

Mayor Wolfe read a thank you note from Ginny Vaughn, 801 Haws Drive, thanking the sewer crew for a quick response to her home. She said the crew arrived within fifteen minutes from the time the call was received, and the crew was very courteous and professional. She said she moved to Jonesborough from Illinois and chose this Town because of its charm and the friendly people. She said her experience

with Mr. Thomason and his crew has reinforced the positive feelings about her move here.

Mayor Wolfe asked Jeff Davis to come forward as the Employee of the Month. He read the following nomination that was submitted anonymously:

I would like to submit Jeff Davis as Employee of the Month for March, 2013. Jeff works in the Solid Waste and Recycling Dept. and began working for the Town in May, 2007. He is responsible for the picking up of curbside recycling and processing it on a daily basis; he works in all types of weather – rain, snow, cold, hot, etc.

Jeff also has the responsibility for picking up and returning the Washington County Detention Center inmate that helps him with the recycling every day. Jeff and the inmate helping him sort the recycling materials at each stop to put it in the correct bins on the truck. He notes the customers that recycle and turns it into the Recorder's Office for verification so they can process the customers' discount on their billing. He assists in delivering recycling bins to new customers and the replacement of busted bins for customers on an as needed basis.

Jeff understands the importance of recycling and displays total commitment to the program and provides an outstanding service to Town residents.

I feel Jeff Davis deserves Employee of the Month for the great job he does with the recycling program. Thank you.

Alderman Comments was the next item on the agenda. Alderman Vest said a local resident came to him and said he was running late for work and had pulled up behind the recycling truck. He said Jeff was courteous and helped him get around the truck. Alderman Vest added that this resident specifically sought him out to express how courteous our employees are.

Alderman Dickson said he would like to know the procedure for the Animal Control employee picking up animals. He asked what the process is if there is a suspected situation of animal cruelty. Mr. Ford said if an animal is picked up in Jonesborough and cruelty is suspected, the Animal Control employee contacts the Code Enforcement Officer. Alderman Dickson said he saw a situation and was concerned; however, our Town employee handled the situation well. Mr. Ford added that if there is a call that comes in where animal cruelty is suspected, the Animal Control employee can call for a Police Officer to go out with him. Alderman Dickson said he was just concerned about the safety of our employees.

Attorney Comments was the next item on the agenda. Attorney Wheeler was absent due to being on vacation.

Citizen Comments was the next item on the agenda. Ed Wolff, 1103 Miller Drive, said he is assisting with the Music on the Square Spring Tune-Up Event being held on April 5, 2013, from 6:00 – 10:00 p.m. at the Storytelling Center. He provided the BMA with complimentary tickets and encouraged everyone to attend this event. He said there will be a silent auction, live auction, good food and good music. He added that on April 18th, 2013, at 8:00 p.m. the TN Light and Power Organization will be hosting a candlelight vigil for climate change.

Ms. Carol Lyle, W. Main Street, said she realizes that the Town is still working on roads, but when the weather is bad, it is hard to drive down Boone Street because of the lack of striping on the streets.

Mayor Wolfe said the first item on the agenda was the ordinances adopting the 2006 Edition of the International Building Code and related Codes and associated fee schedule and an Ordinance Adopting the 2006 Plumbing Code and associated fee

schedule. Motion was made by Alderman Vest, seconded by Alderman G'Fellers and duly passed to approve on second and final reading the following two ordinances

1. Ordinance amending Title 4, Chapter 1 of the Jonesborough Municipal Code by adopting the International Building Code – 2006 Edition and 2006 Editions of the International Residential Code, International Mechanical Code, International Fuel Gas Code, International Existing Building Code, International Fire Code, and the 2003 Accessibility Code and the associated permit fee schedule:

Insert Ordinance

2. Ordinance amending Title 4, Chapter 2 of the Jonesborough Municipal Code by adopting the International Plumbing Code – 2006 Edition and associated fee schedule:

Insert Ordinance

The next item on the agenda was the 2013 mowing bids. Mayor Wolfe asked to remove Town Hall and the Post Office and allow the Fire Department employees to continue mowing these areas because they do a good job. Alderman G'Fellers noted that the bid for Wetlands was \$185 on the spreadsheet and \$75 on the agenda presentation and asked that the figure be corrected in the motion. Motion was made by Alderman Vest and he stated that it was great to see that the 2013 total bid is less than the 2012 bid. The motion was seconded by Alderman Dickson and duly passed to reject the bid from Morales Lawncare due to not meeting the bid deadline, and the bid from Guardian Lawn and Landscapes because of our direct experience with very poor workmanship and their resulting termination last year when the firm operated as Long's Lawncare, and approve the recommendation from staff to award the following areas to Poor Boy's Lawn Care, Snapp's Lawncare, and Osborne Landscaping as following:

Insert with Correction - Wetlands to be \$185

The next item on the agenda was the bids received for painting at Wetlands Water Park. Mayor Wolfe said a metal roof is being painted and asked that JW Greene be on the job when the preparation and the painting is done on this roof. Motion was made by Alderman G'Fellers, seconded by Alderman Dickson and duly passed to approve waiving the ten year warranty and approve the bid from CertaPro Painters for painting work to be done at the Wetlands Water Park on the metal roof, high ceiling trusses, and windows/gables for an amount not to exceed \$12,100 to be paid through the Water Park budget. Alderman G'Fellers asked if Gardner Paint Services had any explanation as to why its labor was so much more than the other bids. Matt Townsend said they did not.

The next item on the agenda was the approval of other items for the 2013 Wetlands Water Park season. Motion was made by Alderman Vest, seconded by Alderman Dickson and duly passed to approve Reinhart Food Service in Johnson City, TN as the food vendor for the Wetlands Water Park for 2013; approve the food and beverage pricing for the 2013 season; approve the Water Park 2013 pricing including admission, season passes, private parties, pavilion rental, group discounts, tube rentals, as presented, and an increase in the swim lessons fee from \$50 to \$60; and approve the Compensation Plan for staff at the Wetlands Water Park which is the same as 2012. Alderman G'Fellers abstained from voting due to his son working for Reinhart.

Insert Information

The next item on the agenda was the Mutual Aid Agreement with the First Judicial District Drug Task Force. Alderman G'Fellers asked if Town Attorney Wheeler had reviewed this. Mr. Browning said Mr. Wheeler communicated with Ms. Causey that he approved the agreement. Mr. Ford said this is the same agreement that we have had in the past. Motion was made by Alderman Dickson, seconded by Alderman Vest and duly passed to approve the Mutual Aid Agreement for the First Judicial District

Drug Task Force, and Jonesborough's \$2,500 contribution, subject to the Town Attorney's final review of the document.

Insert Agreement

The next item on the agenda was the agreement between the Town and Bob Shupe dba Employee Security Planning. Mayor Wolfe said Mr. Shupe is a consultant that we use for employee insurance. He said our premiums have continually declined since he was hired. Motion was made by Alderman Vest, seconded by Alderman Dickson and duly passed to extend the agreement with Bob Shupe of Employee Security Planning, Inc. through March 31, 2014, at the same rate of compensation of \$475 per month and the same scope of work.

Insert Agreement

The next item on the agenda was the 2013 Concession Agreement with Jonesborough Little League. Motion was made by Alderman G'Fellers, seconded by Alderman Vest and duly passed to approve the Concession Agreement with Jonesborough Little League for 2013.

Insert Agreement

The next item on the agenda was the approval of a Change Order for the Wastewater Improvement Project. Motion was made by Alderman Vest, seconded by Alderman G'Fellers and duly passed to approve Change Order #3 for the Wastewater Improvement Project Phase I contract with Judy Construction for an increase of \$48,472.00 as presented, coming from project contingency funds.

Insert Change Order 3

The next item on the agenda was the proposed use of the Exxon Station Building by the Jonesborough Farmers Market. Mayor Wolfe said he and Mr. Browning had met with a representative from the Farmers Market. He said the proposal by the Farmers Market is as follows:

Insert Proposal

Mayor Wolfe said one of the blessings in our Town is that people are passionate about their talents, crafts, arts and businesses and they want to share the benefits of their passions with their community. He said we are fortunate to have good people running our Farmers Market. He said he has received compliments about our Farmers Market having the best vegetables, meats, etc. and customers love the environment. The Mayor said the Town purchased the Exxon Building with the intent of accepting proposals to improve the gateway to Jonesborough. He said the staff has made great strides with removing the canopy. He said when the staff gets done with the sidewalk work, shrubs and fencing to buffer the area, it will improve the entrance to Jonesborough. He said during the summer growing season we average 1,000 people each Saturday at the Farmers Market and this proposal would not have any impact on the Saturday sales, but would provide a stable market for produce all week long. Alderman Vest asked who would be incurring the cost of the commercial kitchen. Mayor Wolfe said grant funds are available and there may be some gifts received to help. Alderman G'Fellers suggested letting Aldermen express their comments to Mr. Browning on this proposal. Alderman Dickson said he hoped that as Mayor Wolfe and Mr. Browning discuss this that they give consideration to the need for expansion and if the Town is investing money, it needs a good viable business plan. Motion was made by Alderman Vest, seconded by Alderman Dickson and duly passed to approve the Mayor and Town Administrator negotiating the possible use of the Exxon property owned by the Town as a daily extension of the Farmers Market in Jonesborough, and bring back a proposal to the BMA at the next meeting.

Mayor Wolfe said there is one more item that needs to be added to the agenda for approval. The agreement with Norfolk Southern for a permit for the wastewater

outfall line was added to the Agenda. Motion was made by Alderman G'Fellers, seconded by Alderman Vest and duly passed to authorize a \$27,000 payment to Norfolk Southern for the permit needed for the wastewater outfall line, and authorize the Mayor to execute the Agreement subject to Town Attorney approval.

Insert Agreement

Mayor Wolfe adjourned the meeting.

ABBHEY MILLER, RECORDER

KELLY WOLFE, MAYOR