

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

MARCH 21, 2016

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Monday, March 21, 2016, at 7:00 p.m. at Town Hall, 123 Boone Street, Jonesborough, TN.

The only item on the Public Hearing agenda was the Ordinance regulating the use and placement of portable storage containers. Mayor Wolfe asked if there were any comments on this Ordinance. Bob Browning said he sent a letter to Mr. Shaw on Headtown Road notifying him of this meeting because he has a storage pod in front of his home and will be impacted by this Ordinance. Alderman Sell asked if businesses that have storage pods are grandfathered. Mr. Browning said nothing is grandfathered because portable storage containers are considered outbuildings and a permit would have to be obtained at no cost; he added that screening is required around these storage containers. Alderman Vest said there is no limitation on the size of the containers which leaves it open for large containers. Mr. Browning said long term use of a storage container puts it in the category of an outbuilding, and in the current Ordinance there is no restriction on size but there are restrictions on setbacks and location. Mr. Browning said if the Board wants some type of limitations on size, then there would need to be an amendment to the outbuilding Ordinance.

Mayor Wolfe closed the Public Hearing.

ABBEY MILLER, RECORDER

KELLY WOLFE, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

MARCH 21, 2016

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, March 21, 2016, 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. Alderman Dickson led the pledge to the Flag.

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

Mayor Wolfe said that due to time constraints he was going to present the United Way National Volunteer Week Proclamation for April 10-16, 2016, to the United Way representatives in attendance: Mark Finucane, Past Board Chairman, Eric Horvath, Outgoing Board Chairman, and Kim Holley, Campaign Chairman for 2016 were present to accept the Proclamation. Mayor Wolfe read the following Proclamation:

Insert Proclamation

The United Way representatives thanked the Town of Jonesborough for being such a good partner with United Way.

The next item was the Consent Agenda. Mayor Wolfe asked if there were any items that the Aldermen wished to have pulled from the Consent Agenda. Alderman Dickson said he noticed that all of the special event requests were contingent upon the Town Attorney's approval and asked if Mr. Wheeler had approved all of the requests. Mayor Wolfe said these requests can be approved contingent upon Attorney Wheeler's approval and added that Attorney Wheeler had sent him a text relaying that he had reviewed all of the items on the Consent Agenda and had no recommended changes. Alderman Vest asked that Item 8-d, the bid for a 4x4 utility vehicle for Parks and Recreation, be moved to the regular agenda. There were no other items moved to the regular agenda. Alderman Vest made the motion, seconded by Alderman Countermine, and duly passed to approve the following items:

1. Approve the minutes of the January 11, 2016, February 8, 2016, and February 22, 2016, BMA meetings.
2. Approve the following February bills for payment:

Insert Bills

3. Approve the following Town Administrator Report:

Insert Report

4. Approve the following Operations Manager Report:

Insert Report

5. Approve the following Committee Report: Historic Zoning Commission, Board of Zoning Appeals, Planning Commission, Traffic Advisory Committee, Tree and Townscape Board, JRT Board of Directors, and Keep Jonesborough Beautiful Committee.
6. Approve the following Supervisor Reports: Visitor Center Manager, Director of Tourism and Marketing, Water Distribution, Building Inspector, Street Department, Animal Control, Solid Waste and Recycle, Fire Department, Senior Center, McKinney Center, Environmental Services, JRT Artistic Director, Police Department, Water Plant, Water Park, Park and Recreation, Fleet Management, and Event Coordinator.
7. Approve the hiring of Tyler Briggs as a Water Worker I in Water Distribution at Grade 1 Step 1 (\$21,315), subject to all pre-employment conditions including WorkSteps and on the basis his new employment arrangement does not violate the Town's personnel policy related to relatives working in the same department.
8. Approve the hiring of Dennis Higgins as a Police Sergeant in the Police Department at Grade 12 Step 8 (\$44,836), subject to all pre-employment conditions including WorkSteps.
9. Approve the hiring of Gilbert Charles as a part-time dispatcher in the Police Department at Grade 4 Step 1 (\$11.86 per hour), retroactive to February 9, 2016. Mr. Charles has completed all his pre-employment conditions.
10. Approve the hiring of Sanford Trentham as a Wastewater Maintenance Technician at Grade 8 Step 2 (\$30,892), subject to all pre-employment conditions including WorkSteps.
11. Approve the position of Senior Center Host/Hostess and McKinney Center Host/Hostess under the position descriptions attached at a compensation level of Grade 1 Step 1 (\$10.25 per hour).

Insert Description

12. Approve Whitney Williams as a Senior Center Hostess at Grade 1 Step 1 (\$10.25 per hour), subject to all pre-employment conditions.
13. Approve Reinhart Food Service as the low bid provider of food, paper goods, and janitorial products for the Wetlands Water Park 2016 season, with H.T. Hackney being considered the alternate provider on the 18 low bid items Hackney submitted in their bid for the 2016 season.
14. Approve the bid from Lowe's Improvement Center for a commercial 49 cubic foot reach-in freezer at \$3,849.99 and a commercial 460 pound stand-alone ice maker

at \$2,492.00 for the Wetlands Water Park Café to replace old and failing equipment.

15. Based on the previous history, the bids received, and the quality of work needed in individual locations, the recommendation is to award the 2016 mowing bids as follows on a cost per mowing basis:

Poor Boy's Lawn Care Persimmon Ridge Walkway - \$115
Barkley Creek Park - \$60

Snapp's Lawn Care Persimmon Ridge Ballfields \$185

Earth Effects Wetlands - \$196.99
Persimmon Ridge Park - \$196.99
Medians - \$440.00
Stage Road Park - \$124.98
Mill Spring Park - \$60.00
Downtown Courthouse/Parson's Table - \$60
Depot Street Park - \$27.99
Main Street Subdivision Pavilion & Detention Pond -

\$29.98

Old Jonesborough Cemetery - \$170
African American Cemetery - \$147.01
Detention Pond at Mountain View Estates - \$26.99
Detention Pond at Walnut Grove Subdivision - \$25.01
McKinney Center - \$58.75
Library - \$39
Visitor Center - \$39
Oak Hill School/Duncan House - \$35
Senior Center & New Halifax Detention Pond - \$50

16. Approve the Special Events Permit application from First Baptist Church to hold a Sunrise Service on Sunday, March 27, 2016, at the Old Jonesborough Cemetery, at 6:00 a.m., subject to the Town Attorney's review and acceptance of the required Hold Harmless Agreement and proof of liability insurance and the Heritage Alliance's approval of the service location and management.
17. Approve the Special Events Permit application from Jonesborough Locally Grown to hold the Jonesborough Farmers Market each Saturday, closing E. Courthouse Square from 7:00 a.m. to 12:30 p.m., from May through October, 2016, subject to the Town Attorney's review and acceptance of the required Hold Harmless Agreement and proof of liability insurance.
18. Approve the Special Events Permit application from Jonesborough Locally Grown to hold a weekday Farmers Market on Thursdays from May through December, 2016, in front of Boone Street Market from 3:00 p.m. to 7:00 p.m. with the

requirement to get additional approval from the event sponsors of Jonesborough Days, the National Storytelling Festival and other similar existing events that might be negatively impacted by the Farmers Market Thursday event on Boone Street, and subject to the review and acceptance of the Hold-Harmless Agreement and proof of liability insurance by the Town Attorney.

19. Approve the Special Events Permit application submitted by Jonesborough Locally Grown to hold the Farm-To-Table Dinner as a fund raising event on Saturday, August 20, 2016, closing Main Street from 4:00 p.m. to 10:00 p.m., and providing services requested, subject to the Town Attorney's review and acceptance of the Hold Harmless Agreement and proof of liability insurance.
20. Approve the Special Occasion Outdoor Use Permit associated with the Farm-To-Table Dinner.
21. Approve the Town's partnering with Sister Cities of the Tri-Cities to hold a fund raising event at the International Storytelling Center on Saturday, April 9, 2016.
22. Approve the Event Description for Brews and Tunes, to be held on Sunday afternoons from June through September, 2016, from 12:00 noon with food to 5:00 p.m., with craft beers being sold beginning at 3:00 p.m., and allow a food truck to set up in the public parking space in front of the International Storytelling Center; approve Boos and Tunes during Halloween Haunts and Happenings in Jimmy Neil Smith Park; authorize Tipton Street Pub and Main Street Café and Catering to sell designated craft beers during the weekly Brews and Tunes event on the following conditions:
 - a. A designated boundary for selling and consuming craft beers is established within the event boundary.
 - b. All persons buying or sampling craft beers are "carded", using a photo ID, each time a purchase is made, or an identification band is used after the manual ID check.
 - c. All servers of the craft beers must have an Alcoholic Beverage Commission server's license.
 - d. The Jonesborough Police Department reviews and approves the oversight and security plan established for the event.
23. Approve the event schedule and street closures associated with Jonesborough Days, 2016, to be held Friday, July 1st, and Saturday, July 2nd, 2016, with streets requested being closed Thursday, June 30th, to set up for the event. The approval of the festival boundaries includes Boone Street and the speed limit within the festival boundaries will be 5 miles per hour when the festival is in

operation or streets are closed. Event areas are approved based on the Event request.

24. Approve the Special Event Permit application from the Jonesborough Shubert Club (Tuesday Garden Club) to hold the 20th annual Garden Gala in Jonesborough, Saturday, May 28, 2016, from 8:00 a.m. to 6:00 p.m., and authorizing use of the Visitor Center, Visitor Center parking lot (southside) and Storytelling Plaza for the Gala Event. The approval also includes the Boone Street Market Plaza and front of the Courthouse provided that use is approved and coordinated with the Jonesborough Farmers Market, and all approvals are subject to the review and acceptance of the required Hold Harmless Policy and proof of liability insurance by the Town Attorney.
25. Approve the closing of Main Street to through traffic for Music-On-The-Square Friday evenings from May through September, 2016, from approximately 6:00 p.m. until 10:00 p.m. or when the Police Department determines it is safe to reopen the street, and authorize use of the Visitor Center or McKinney Center as backup venues for inclement weather if they are available. Note: Normal rentals or activities in the Visitor Center or McKinney Center taking priority in scheduling.
26. Authorize the sale of the 800 MHz Public Safety radios no longer in use to other public safety jurisdictions, authorizing Metro Communications to facilitate the sale of the surplus radios at the highest reasonable amount to be determined by Metro and approved by the Jonesborough Police Department for a reasonable facilitation fee.

Mayor Wolfe said the Operations Manager Report was approved with a paving list attached and pointed out that the streets highlighted in green have been paved and priority is given based upon need and the condition of the street. Mayor Wolfe said Heritage Place Drive, Heritage Place Court, John Green Road, Turnpike Court, Duel Lane, Jackson Court, Longview Avenue, Main Street (in front of Senior Center) and Creasey Road are newly added to the paving list. He added that Creasey Road is a street with one house on it. Operation Manager Ford said that Street Director Sparks recommended that Creasey Road not be paved at this time and added that it had been added to the paving list at the home owner's request. He said the Shell Road project is in conjunction with what the County is doing and is a priority. Alderman Sell said there is a drop off close to the lift station on Shell Road that needs to be fixed. Mr. Ford said the County is going to try to straighten and widen what they can on the portion of Shell Road that is in the County. He said he and other staff have met with several residents of Shell Road who would like the Town to widen the road on both sides and curb and gutter it which would do away with the ditch. Alderman Dickson said he understands Mr. Ford's and Mr. Sparks' recommendation on Creasey Road but added that Ms. Conley is a taxpayer and recommended that Creasey Road remain on the list. Mayor Wolfe said the paving list is based on need and cost. Alderman Vest said Creasey Road could remain on the list but that doesn't mean paving starts tomorrow. Mayor Wolfe said Washington County Highway Department paves for the Town and charges

us by the ton which provides a savings to Town taxpayers. He said the paving list has to go to the County Commission to approve the County Highway Department doing the work. Alderman Vest asked about the paving on East Main Street. Mr. Ford said the items highlighted in green and yellow have already been approved by the BMA and Washington County; if the streets highlighted in blue are approved by the BMA, then Mr. Browning will need to send a letter to Washington County requesting that they be added to their approved paving list. He said on E. Main Street, the Town has County approval to pave from the city limits to Boone Street but the issue is finding the funds to do this because it will be very expensive. He said we have done a lot of work on East Main Street including sidewalks and curbing and that section needs to be repaved and in that process we may decide to go ahead and pave from Longview to Boone Street. Mayor Wolfe said the bottom of South Lincoln needs to be paved. Mr. Ford added that Shell Road is a \$47,000 project in asphalt only. Mr. Ford said this paving list was initially approved in 2013 and included East Main Street. Mayor Wolfe said we paved from Headtown Road to the city limits, but at that time we did not pave from Headtown back to Boone because we did not want to tear it back up with the sidewalk project on East Main. Motion was made by Alderman Vest, seconded by Alderman Dickson and duly passed to add the paving list to the agenda.

Motion was made by Alderman Countermine, seconded by Alderman Sell, and duly passed to approve the following paving list.

Insert List

Mayor Wolfe asked if on Item 7-e-1 on the Consent Agenda, the job description for the host/hostess position at the Senior Center and McKinney Center, is it implied in the definition that this position is not eligible for insurance or retirement. Mr. Browning said that is correct. Mayor Wolfe asked if these positions would only be used if there is a paying event that requires the facility be open and the host/hostess would be paid from those event proceeds. Mr. Browning said there may be an activity that does not generate revenue but the intent is for the employee to be paid out of other revenue generated by the facility. Mayor Wolfe reiterated that these are not new General Fund supported positions and are meant to be funded by activities generated by the facilities. Mr. Browning said he sent a memo to the Board about the part-time position for Main Street Jonesborough. He said this position would be paid from fees generated by the Main Street program and the work for the Town would be paid for out of budgeted funds. Mayor Wolfe said this position will be addressed later in the meeting.

The next item on the agenda was the approval of the Financial Report. Mayor Wolfe said he noticed in the property tax collection report that 90% of the 2015 property taxes have been collected while 94% - 98% of the previous years' taxes have been collected. Ms. Miller said for this time of year that is normal and should be in the 95% range by the time the 2016 taxes are billed. Mayor Wolfe said we are still waiting on the closing of the Rural Development facilities loan, and it will be nice to replenish the General Fund balance. Mr. Browning said we have received loan closing instructions and Ms. Miller is working with Bass, Berry and Sims on what documentation they need

for the reimbursements. Alderman Sell asked if some of the loan funds will be going back into the General Fund. Mr. Browning said that is correct. Alderman Sell asked what amount will go back to the General Fund. Ms. Miller said it will be at least \$350,000. Ms. Miller added that there is a temporary loan of \$100,000 from Water/Sewer that will have to be paid back and \$100,000 in paving funds that will need to be reimbursed; the \$350,000 does not include the payoff of two capital outlay notes, one in the original amount of \$650,000 and one for \$238,000. Ms. Miller said we have made payments on both of these but Rural Development has agreed to reimburse the Town the full original amount of the notes. Motion was made by Alderman Countermine, seconded by Alderman Vest, and duly passed to approve the Financial Report as presented.

The next item on the agenda was Communications from the Mayor. Mayor Wolfe read a thank you note from Craig, Benita, and Aaron Ford and the Ford family during the recent loss of his brother.

Mayor Wolfe read a letter from Phillip Patrick commending Ben Grizzle for a job well done on making repairs to a water break at South Central School.

Mayor Wolfe then read a Proclamation commending the Garden Gala for its 20th Anniversary and presented it to Nansee Williams:

Insert Proclamation

Mayor Wolfe presented the Employee of the Month award for February, 2016, to Billy Miller, and read the following nomination letter:

I would like to take this opportunity to nominate Billy Miller for the Employee of the Month. Billy has worked for the Town since February 2009 and has excelled in her work since the start. Billy began her employment with the Town as a dispatcher. Coming from a non-law enforcement job, she was quickly able to catch on to the tasks of a Jonesborough Dispatcher which can be a fast paced and high stress environment. This position, like all emergency service positions, takes a special person to be able to handle the situations that you may encounter on a daily basis. Billy showed she had the calling for the position. As she took on this position, she was always available for overtime and any additional work that was asked of her. With just a year and a half with the department, the agency changed the way we operated and went paperless with several new pieces of software. Billy took initiative to learn the software. Due to her work ethic, Billy was awarded the position as records clerk. In just a few short months, she was able to systematize an office that held the agency's case files, employee records, and all the public and classified information. Billy also took on the position of T.A.C. which hold a lot of responsibility for the department and the Tennessee Bureau of Investigation. As another part of her job, Billy maintains all the records for agency audits conducted by the TBI, THP, and various other state agencies. Since she has overseen this area, the agency has received excellent

remarks on each of our audits. Our last audit conducted by the TBI was last summer. I, as her supervisor, was able to continue my plans to be out of town during this audit. I received an email from our auditor singing the praises of our agency's records. This is not a small feat especially with the State's toughest auditor. Since Billy has taken on the role as Record's Clerk, we have achieved near perfection on all of our audits.

With the many duties assigned to the position, Mrs. Miller has also taken her personal time to be the agency's seamstress. Birthdays are also not forgotten as she will make sure everyone has a cake, usually personally baked, sometime around their birthday. With all this, Billy is always here before her actual shift starts and is usually the last to leave to ensure that her job is done. Billy Miller is the definition of what the Town Employee of the Month should be. I am honored to have her as a part of the organization. Submitted by: Natalie Hilton, Police Major

Ms. Miller said she appreciates Major Hilton's recommendation and that she enjoys coming to work every day. Mayor Wolfe thanked Ms. Miller for her hard work and dedication to the Police Department and the Town.

Mayor Wolfe then presented the Employee of the Month award for March to Jonathan Peace. He read the following:

Good work is not hard to find when you look at our staff and the good deeds that are done on a daily basis. Law Enforcement Officers put themselves in danger every day and continue to do the job. One of the most dangerous parts of the job includes traffic stops because there is no such thing as a routine stop. Officers must constantly look out for themselves while looking beyond the ticket. On the night of January 12, 2016, Officer Jonathan Peace conducted a traffic stop on West Jackson Blvd on a 2004 Jetta due to speeding 54 in a 45 mph zone. The young female driver would lead an officer to believe that this would be a simple stop of just a citation being issued. However, this stop was anything but routine. The young female was driving on revoked license and consented to a search of the vehicle. During the search, narcotic paraphernalia was found and was in a manner that indicated that narcotics were being sold by the individual. Along with the paraphernalia, the female had 4 cell phones and several driver's licenses. The accumulative evidence lead to the seizure of over \$10,000 and her vehicle. Because of the excellent work conducted by Officer Peace, I feel that he should be the employee of the month. It is rare to have an officer with less than a year of experience to make an arrest with a seizure especially of that magnitude. Officer Peace has been an excellent addition to the department and always has a smile on his face. He is well respected amongst the officers and handles his calls professionally and courteously. He is a great example of an officer and a Jonesborough employee. Submitted by: Natalie Hilton, Police Major

Officer Peace thanked Chief Hawkins and Major Hilton and said he could not do what he does without the Administrative staff and the other officers. Mayor Wolfe thanked Officer Peace for his hard work and for putting his life on the line every day for the citizens of Jonesborough.

Mayor Wolfe thanked Ruth Verhegge and Natalie Hilton for the Tribute to Emergency Responders event held on March 11, 2016. He said there were more than three-hundred in attendance.

Mayor Wolfe read the following prayer list: The deaths of Craig Ford's brother and Al Kinnick, who was the truck driver from Limestone who was killed in Pennsylvania (Bud Causey's friend); Sarah Byrd's Aunt who has kidney problems; Bobby Oliver is scheduled this week for bypass surgery and also has shingles; Terry Alexander broke her ankle but is back at work; Luke Cole's brother was back in the hospital but is home now; Cathy Crawford's husband, John, has been in the hospital but is doing better; Mary Sanger's husband had surgery and is doing better; Mary Sanger hurt her foot but is doing better, and several employees have had the flu and stomach bug.

Mayor Wolfe said the Easter Egg Hunt was a great success. Ms. Copp said there were 1,500 – 2,000 people in attendance, including approximately 700 children.

Mayor Wolfe said he went to see "Noises Off" at the JRT and it was a great production. He added that there is great work going on at the JRT.

Alderman Communications was the next item on the agenda. Alderman Dickson thanked Mayor Wolfe and Mr. Browning for their support of the ISC Director and others who traveled to Charleston, SC, to recognize and honor the nine people who were murdered in June, 2015. He said the Town sent a Proclamation and the people of Charleston were very appreciative. Mayor Wolfe said Kiran Singh Sirah went to Charleston and did a good job promoting the healing powers of the storytelling.

Alderman Vest said he and Alderman Dickson had the opportunity to tour some of the Town facilities last week. He said the Senior Center is first class and is a very special place for our senior citizens. He said the Chuckey Depot is looking very good and will be a great addition for the Town's tourism attractions. He added that he was also impressed with the relationship that Craig Ford has with the Carter County Work Camp crew.

Alderman Sell said the Emergency Responder Ceremony was very impressive and he has received a tremendous amount of compliments from attendees. He commended Ruth Verhegge and Natalie Hilton for all their work on the event.

Town Attorney Comments was the next item on the agenda. Attorney Wheeler apologized for being late to the meeting but was on a phone call about the Federal lawsuit involving the Town and stated that he needed to meet with the Board members in Executive Session after the meeting concerning the suit.

Citizen Comments was the next item on the agenda. Nansee Williams, 215 E. Main Street, thanked Craig Ford and his crew for their work on the East Main Street project. She said the crew is wonderful and all the neighborhood is happy with the progress being made.

The next item on the agenda was the Ordinance regulating the use and placement of portable storage containers. Mayor Wolfe said the key to this being implemented smoothly is the genuine kindness and good nature of JW Greene, the Town's Building Inspector. Alderman Dickson said he has a concern because the recommendation is to amend Title 11, Chapter 5, Section 11-513 of the Municipal Code and in the Town Charter that is an R-1 zone. He said what is being voted on will impact every zone and asked if this is the correct place for the amendment to go. Mr. Browning said the Zoning Ordinance builds on itself and what is in an R-1 Zone becomes an allowed use in an R-2 Zone and what is allowed in an R-2 Zone is allowed in an R-3 Zone, etc. Alderman Vest said he feels there is a hole in the Ordinance by not limiting the size of the containers and treating these containers as outbuildings. Mr. Browning said the approval for the placement of the building or container has to go to the Planning Commission for approval. Mr. Browning said if someone wanted to put a metal building in their back yard, that would be acceptable with the current regulations because there are no guidelines for the size or materials used in an outbuilding, only location. Mr. Browning said we may need to look at the size of outbuildings if the size is an issue. Alderman Vest said he feels the Ordinance should have size restrictions for outbuildings. Mayor Wolfe said presently a 50' x 50' outbuilding can be built in a backyard as long as setbacks requirements are met. Alderman Vest asked if this is being revised because we are treating storage containers as outbuildings. Mr. Browning said the Ordinance requires the containers to be approved by the Building Inspector for portable use up to nine months, and the Building Inspector would determine the appropriate location. Mr. Browning said location depends on the project. Mayor Wolfe said several years ago Washington County approved a Pod Ordinance because this has become a common option for people for storage. He added that outbuildings may need to be looked at but these storage containers need to be addressed also. Alderman Vest said what created the problem is that we allowed something that should be temporary to become permanent. Mayor Wolfe said there is a time limit on these containers in the Ordinance. Mr. Browning said if a resident wants to extend the use of a storage container, then they have to ask the Planning Commission for permission. Mayor Wolfe said this is a process to control the use of storage containers and a mechanism for the Building Inspector to be involved. Alderman Vest suggested that a temporary container not be allowed to be converted to a permanent building and not be allowed in an R-1 zone. Mr. Browning said most of the containers are used by contractors who are building houses and that is usually in an R-1 zone. Attorney Wheeler said he has reviewed this Ordinance several times and said he sees no problem with not allowing long term use of portable containers in a certain zone. Mr. Browning asked if the pod/container is screened, would there still be an issue with it. Alderman Vest said he does not feel screening such as with pine trees is enough. Mayor Wolfe suggested to changing the first sentence in Section (f) as follows: "(f)

Portable Storage Containers may be considered for long-term use as an outbuilding under the following circumstances except in an R-1, R-2, or PRD zone". Attorney Wheeler said it should be 11-513 (10) instead of 11-513(8) as in the proposed Ordinance. Alderman Sell asked if the pod is on a permanent foundation would that still be considered portable. Attorney Wheeler said 11-513(10)(a) defines Portable Storage Containers, also called "Pods, Conex boxes, SAMS or Shipping Containers", as "any transportable unit or container normally used for temporary storage outdoors which is typically delivered and removed by truck". He said putting it on a permanent foundation would not change that but screening it may make a difference. Alderman Vest said he did not think these should be in an R-1, R-2 or PRD zone. Motion was made by Alderman Vest, seconded by Alderman Countermine, and duly passed to approve on second and final reading the Ordinance amending Title 11, Chapter 5, Section 11-513 (10) of the Jonesborough Municipal Code establishing regulations governing the use and placement of portable storage containers with the first sentence of subsection Item (f) changed to read "Except in an R-1, R-2, or PRD zone, Portable Storage Containers may be considered for long term use as an outbuilding under the following circumstances":

Insert Corrected Ordinance

Mayor Wolfe said the next item to consider was the item pulled from the Consent Agenda for approval of the bid for a 4x4 utility vehicle for the Park and Recreation Department. Alderman Vest said he has no issue with purchasing the vehicle but on a purchase of this magnitude he feels we should have received more than two bids. He said there are a lot of places that sell these vehicles. Ms. Conger said she mailed the request for bids to three businesses and the bid was advertised in the paper. Alderman Sell asked if Kubota or West Hills Tractor was contacted. Ms. Conger said Kubota was sent a bid request. Alderman Vest said we need to attempt to get more bids. Ms. Conger said this would be paid for out of the Park Development/Maintenance and Athletic Programming line items. Mayor Wolfe said any time there is a business in Jonesborough that can bid on an item, we need to make sure they receive the bid request because we need to support Jonesborough businesses. Motion was made by Alderman Vest, seconded by Alderman Countermine and duly passed to approve the bid from Meade Tractor of \$10,650.35 for the purchase of new utility vehicle for ballfield maintenance and other recreation maintenance activities, to be purchased with budgeted funds in the Athletic Programs and Park Development/Maintenance line items.

The next item on the agenda was the Jonesborough Little League 2016 Concessions Agreement. Motion was made by Alderman Dickson seconded by Alderman Sell, and duly passed to approve the 2016 Concession Agreement with Jonesborough Little League Association for use of the Town ballfield facilities to sell concessions during the 2016 Little League season from Mary 1, 2016 – August 1, 2016.

Insert Agreement

The next item on the agenda was the Snow Hut Agreement for the 2016 Wetlands season. Motion was made by Alderman Countermine, seconded by Alderman Dickson, and duly passed to approve the Snow Hut Concession Agreement with Gene Lloyd for the 2016 Wetlands Water Park season.

Insert Agreement

The next item on the agenda was the approval of a Resolution for the appointment of a Jonesborough Damage Assessment Team. Mayor Wolfe said it takes a unique individual to volunteer to go out after a major storm to assess the damage, to determine what it will take to repair the damage, and how much it will cost. He said the team members are Phil Fritts, J.W. Greene, Marion Light, and Dale Fitzgerald. Motion was made by Alderman Vest, seconded by Alderman Sell and duly passed to approve the Resolution establishing a Damage Assessment Team for the Town of Jonesborough, and establishing guidelines for its operation.

Insert Resolution

The next item on the agenda was the approval of an application from Ingles Store #398 in Jonesborough, for a Certificate of Compliance to sell wine. Attorney Wheeler said the application is in order and recommended for approval. Motion was made by Alderman Countermine, seconded by Alderman Sell and duly passed, to approve the Certificate of Compliance for Ingles Store #398 in Jonesborough, meeting zoning and background search requirements, for a food store selling wine in Jonesborough, and authorizing the Mayor and necessary staff to execute the certificate on behalf of the Town Board.

The next item on the agenda was the approval of the 2016 Audit Contract with Blackburn, Childers, and Steagall, PLC. Motion was made by Alderman Dickson, seconded by Alderman Countermine, and duly passed to approve the contract with Blackburn, Childers, and Steagall to undertake the audit of all Town funds and grant projects for the 2015-2016 fiscal year ending June 30, 2016, for a cost of \$40,000 plus \$1,500 to undertake a review of the Town's pension plan including testing of census data.

Insert Contract

The next item on the agenda was the approval of the 2016 pricing for the Wetlands Water Park. Mayor Wolfe said a couple of years ago we had a bad season financially due to weather and other circumstances but last year was much improved; two years ago we lost \$150,000 and last year it was about \$50,000. He added that this is headed in the right direction and we need to continue the improvement. He said last season we addressed marketing and focused on the "audience" for the water park. Rachel Conger said she has met with Matt Townsend to discuss the marketing for the 2016 Season. She said last season 30% of the park's patrons were from Western North Carolina and that social media is a very effective and inexpensive marketing tool. She

said there has been discussion about the role of a person to address social media for different departments in the Town and that role is invaluable for Wetlands. Mayor Wolfe asked if the Town employee in charge of website maintenance could do this work. Ms. Conger said you need a person with the right type of skills and knowledge for social media. Mayor Wolfe said a \$150,000 loss and a \$50,000 loss are tough blows so we need to continue to get good results from our marketing efforts. Ms. Conger said they are cutting back on different areas of advertisement this year because television ads in North Carolina could take up the entire marketing budget. She said they are researching to see what would be the best way to attract people. Mayor Wolfe said to continue to refine the marketing efforts and continue to target the Wetlands audience and deliver good results is our goal. Alderman Vest asked if email addresses are obtained from patrons. Ms. Conger said they do get email addresses. Alderman Vest suggested giving away passes in exchange for email addresses. Alderman Sell said that he feels social media is the way to go. He said his concern is having two different positions, one for web design/maintenance and one for social media. He said it seems these functions could be combined into one position, and he is hesitant about creating a new position just for social media. Ms. Conger said she did not think one person would have the time to do both jobs because the person who was in the position before spent many hours on social media. She added that Mr. Richardson did the social media marketing for Wetlands, McKinney Center, and Main Street. Alderman Countermine said it takes a lot of time to market all of the activities going on in the Town. Mayor Wolfe asked how that person was compensated. Ms. Conger said he was compensated through Main Street – Brews and Tunes revenues, and marketing funds from the Wetlands and McKinney Center budgets. Alderman Vest said he is glad Mr. Townsend is agreeable to increasing the prices at the café if the Town's costs have increased. Motion was made by Alderman Vest, seconded by Alderman Countermine, and duly passed to approve the pricing for the various aspects of the 2016 Wetlands Water Park season as submitted by staff and recommended by the Park and Recreation Advisory Committee as follows:

1. Daily prices remain the same.
2. Birthday packages increase by \$20 to \$220 plus a \$20 per child cost over ten (10) children and two (2) adults. This increase is to cover increase in food and operation cost.
3. Special Event pricing – six evening parties open to the public at \$3.00 per person and a 3:00 – 8:00 p.m. End of School Party on May 24th, the last day of school (half-day) at \$5.00 per person.
4. Early Bird Season Pass Promotion with \$10 discount from April 11 through May 6, 2016.
5. Adjustments in food prices for the 2016 season based on food costs determined by recent bid.

The next item on the agenda was the Resolution adopting provisions of Tennessee's Sudden Cardiac Arrest Prevention Act. Motion was made by Alderman Vest, seconded by Alderman Sell, and duly passed to approve the Resolution establishing a Sudden Cardiac Arrest Prevention Policy for the Town of Jonesborough.

Insert Resolution

The next item on the agenda was the approval of a Resolution supporting Jonesborough's Local Parks and Recreation Fund Grant (LPRF) application for the community park associated with the new Jonesborough Senior Center. Mayor Wolfe said this is supporting the submission of the application and is not a decision to build the Community Park, or how much it is going to cost, or what is going to happen to the Town garage; this is only a grant application that if awarded would provide up to \$500,000 to help with this project if we choose to pursue it. He added that the LPRF grant used to have a maximum award of \$250,000 but it was changed this year to \$500,000. Mayor Wolfe thanked Rachel Conger and all other staff who have worked on this application. He said a Community Wide Survey about the park was undertaken to get community input, and the Park and Recreation Advisory Board has reviewed and approved this; the plan includes additional parking for the Jonesborough Senior Center, walking trails, pavilions, bocce ball courts, and community garden spots. He said the city garage is in the middle of a residential area and for years we have had residents complain about the garage; this is an opportunity to put a plan together to give the Town options and then the Board can decide whether to proceed with this project. He said the Board will also have to make a decision about the city garage because we owe it to the neighborhood to move the current garage operation to a more appropriate location. He said this park grant will give us the best financial means to improve that area. Mayor Wolfe said we do not need to waste money or make this move lightly, and he hopes that in this discussion the Board will lay out all their concerns because we need everything addressed in the plans that will come back for approval. Alderman Vest asked if the application had been submitted and Mr. Browning said the application is due April 25th. Alderman Vest asked if in this application we have to specify exactly how the grant money will be used. Mr. Browning said it has to be for a specific project, and added the amount we could apply for was increased but the granting agency also created more restrictive criteria for submitting the grant and costing it all out; there is a 50% match on the grant but the garage land can be used as part of the match, and is appraised at \$208,000. Mr. Browning said we will have to do grading, leveling, and bring in more dirt, and we have the equipment to do this work. He said the equipment use and employee hours can be used for part of the match. Mr. Browning said we can use inmate labor on the project but we do not get credit for inmate labor. He added that the grant will be awarded in September with the contract coming to the Town at the end of 2016 and the contract will be for two years. Alderman Vest asked if the plan can be tweaked and some of the money used for another park. Mr. Browning said the grant is project specific. Alderman Vest asked if disassembling of the Town garage could be used as part of the match, and Mr. Browning said he felt it could since it is part of the park project. Mayor Wolfe said the people of Jonesborough have identified that they want this park. Alderman Vest asked if they knew it was going to cost \$500,000. Mayor

Wolfe said we should not get fixated on the grant funds available as the cost because as Mr. Browning said we may be awarded less than \$500,000 in grant funds. He said the land cost alone will provide almost half the match. Alderman Vest said he is for this but he would like to be able to use some of the money to improve other parks. Mr. Browning said he would inquire if the grant funds could be split with other parks. Mr. Browning said the staff is going through a lot of preliminary work because we have to price the project out; there has to be engineering work completed, and pricing for water and sewer improvements, and if this is not what the Board wants to happen, then this will basically be wasted effort. Mr. Browning said this Resolution is to get Board support and approval to file the grant application and to go ahead and cost this project out. He said the paving of the gravel lot at the Senior Center was bid out and it will cost \$76,000 just to pave that lot; the Town crew has built pavilions before so we know we can do that; our staff can do the plumbing but we would have to contract the electrical work. He said once all the components are added up and we feel we cannot afford the match, then we would need to start cutting some items out. Mr. Browning said there are some critical components in the park the way it is designed; the design has gone through several committees and the Board of Mayor and Aldermen. He added that the pavilions and the amphitheater included in the plans would allow outdoor events, and there is shelter associated with the Community Park that will provide a social space.

Mayor Wolfe said he would like to discuss the cost to rehab the recycling building to convert it into the garage facility. Mr. Browning said the ballpark figure is between \$300,000 - \$500,000 for moving all of the garage operations to the new site, and the biggest cost is moving walls, replacing the roof, and enclosing the compost shed. He said the lifts can be moved without a problem. He said the current building is big enough but we have to detail it out. He said the staff would have to decide what can be done in-house and what would need to be contracted. Mr. Browning said there is no question that the inmates can do the work but we have a long list of projects for them already. He said he is hoping to bring all this information to the Board in April. Mayor Wolfe said the grant application would be submitted by the end of April, the award will be announced in September, and once awarded the Board would have the option to accept the grant or decline it. Mr. Browning said the State is not going to be happy if they award the grant to the Town and we turn it down; however, the contract would be submitted by the end of December and until it is signed it is not official. Alderman Dickson said if the grant is awarded, then we have until 2018 to finish the park project. Alderman Sell said what bothers him is the number of projects we have going on and the long term maintenance cost on these facilities once they are finished; there is a lot of landscaping and we have a crew of three people. He said he feels we have a lot of overkill with the landscape design and are creating a lot of expense for the Town down the road. He said he would like to see the Jackson Theatre, McKinney Center, and other projects completed before we start any new projects; we have an over-abundance of work with no time line to finish them, and now the Board is talking about moving the garage on top of all of these other projects, and he is concerned about that. He said he is also concerned about the level of debt we are incurring and about maintaining these facilities. He questioned whether the facilities would be self-supporting. He reiterated that we need to finish one project at a time and then go to another one, and added that

we are putting a tremendous work load on Craig Ford and some of our supervisors; it is asking a lot to take water crews and sewer crews and turn them in to construction crews. He is not against these projects but he feels we are biting off more than we can do. Alderman Sell asked if any line items are over budget this year. Ms. Miller said the line items that are over budget are primarily on projects and some of those will be reimbursed by the RD loan. She added that at this time there is nothing budgeted for the relocation of the garage. Alderman Sell questioned spending \$500,000 to move the garage to the Wastewater Plant and then a couple of years later building a new facility. Mr. Browning said in terms of long range for the garage, he feels it would be shortsighted not to look at what a twenty year need would be if we are going to make the move; at least 80% of the improvements that will be discussed will be things that need to be done anyway to set up the north side of the railroad tracks for long term use. He said, for example, the shed would be enclosed and the garbage trucks and other vehicles could be parked inside a building instead of out in the weather. He said he wants to look at long term uses of the renovations, and it would be at least four years before the construction of the new garage on the Rosenbaum property would be considered. He reminded the Board that a lot of debt will be paid off in 2020. Mr. Browning said he understands the concerns of the Board members, and the Board needs to decide what they want to accomplish and when. He said a project like the community park can only be done by obtaining grant funds to help with it, by being creative and using our own crews as much as possible. He said the inmate crew is invaluable to the Town and they have saved the Town hundreds of thousands of dollars on various projects. Mr. Browning said the LPRF application process is every two years so if we do not apply in April, 2016, then the next application would be submitted in April, 2018, with the award being made in late 2018. He said the garage in its current location is an eyesore and a wreck until something is done with it; this LPRF grant gives the Town the means to put resources together to accomplish something that has been talked about for quite a while. He said the Town has been operating the garage out of the same facility for over thirty years. He said we are trying to put in front of the Board a cost effective way to make this happen. Alderman Vest said he has no problem with applying for the grant but he thinks we need to look at the amount of money we are going to put into that one park. He said this would be a million dollar park and that is a lot of money. He said the landscaping and engineering costs are something we need to look at carefully and added that he would like to see us move the garage to the Wastewater Plant for a longer term. Alderman Sell said he does not have a problem applying for the grant but we need to have funds in place for the match where we don't put ourselves in a long term cash flow situation that would be detrimental to the Town. Mayor Wolfe said if we move the garage, we need to have the means to pay for it and it would be foolish to think we are moving the garage and paying for it out of a fund balance; there will need to be a funding mechanism in place to make the move because we have to be able to maintain a healthy fund balance. Mayor Wolfe said he feels there is a general consensus that applying for the grant is not a bad choice but moving forward with the garage relocation and the community park depends upon the plans presented to the Board by staff. Mayor Wolfe said he understands Alderman Sell's concerns about the number of projects we have in progress, about stretching our resources too thin, and about our fiscal health. He reminded the Board that the Town

has grown quite a bit and in the last seven years the Town's sales tax revenue have increased by 50% and the property tax base has also increased. He said that happens because people are buying a lot of things in Jonesborough; the retail base has expanded, and more people are coming to Jonesborough because of the quality of life. He said the bottom line is we need to continue to invest in projects that result in sources of revenue for the Town. Mayor Wolfe said Alderman Sell's attitude is appropriate because the last thing we want to do is get ourselves in a situation where we are trying to take on too much, and we need to look closely at the budget for next year as it relates to this project. He said we can pull the grant application before the awards are announced; however, it is not every day that we get the chance to build a park that will revitalize a neighborhood and have a \$500,000 grant to accomplish this. Alderman Vest said he would like to use as much of the grant funds as possible to help with the move of the garage. Alderman Sell said he agrees that additional parking is very important at the Senior Center. He said the reason he wanted to be part of this Board is that he has seen the Town come a long way in the last few years, and it has been very impressive, especially the infrastructure improvements and the downtown revitalization. He said he is going to continue asking questions because the BMA has to answer to the taxpayers. Mr. Browning said he would like to add that one of the big needs for the park is that the new Senior Center does not have much of an outside area. He said Alderman Vest and Alderman Dickson were touring the Senior Center recently and Mary Sanger commented on how much membership has grown; when the new Senior Center opened in December, the membership was around nine hundred and now the membership is over eighteen hundred. He added that Craig Ford and his crew did an amazing job on the downstairs at the Senior Center. Mayor Wolfe said that people go to the Middle School to walk the track but he felt people would rather walk where there are trees, pavilions, plants, and rocking chairs in a beautiful neighborhood.

Motion was made by Alderman Countermine, seconded by Alderman Vest, and duly passed to approve the Resolution authorizing the application for a Local Parks and Recreation Fund grant for the Jonesborough Community Park through the Tennessee Department of Environment and Conservation.

Insert Resolution

The next item on the agenda was the agreement with Employee Security Planning, LLC for Human Resource Consultation. Motion was made by Alderman Dickson, seconded by Alderman Countermine, and duly passed to approve the revised Agreement with Employee Security Planning, LLC for Human Resources/Employee Benefits services for an annual fee of \$3,000 (\$250 per month).

Insert Agreement

The next item on the agenda was the approval of the Campground Caretaker Cabin Lease. Mr. Browning said staff is recommending that the campground be closed until improvements are completed, and Ms. Conger will have the cost estimates for the

improvements at the April Board meeting. Motion was made by Alderman Vest, seconded by Alderman Countermine, and duly passed to approve Derrick Malone as the caretaker for Persimmon Ridge Park, leasing the caretaker's cabin to Officer Malone under the terms of the lease agreement with the exception that if the campground is closed for a month or more, Mr. Malone will pay \$180 per month pro-rated until the re-opening of the campground to cover utility cost and approve the closing of the campground on a temporary basis until repairs and improvements are made to operate it in a quality manner.

The next item on the agenda was the agreement with the City of Johnson City for traffic signal maintenance. Motion was made by Alderman Vest, seconded by Alderman Sell, and duly passed to approve the Traffic Signal Maintenance Agreement with Johnson City which will allow Jonesborough to request and receive traffic signal maintenance service when needed.

Insert Agreement

The next item on the agenda was an amendment to the Animal Control Ordinance. Alderman Dickson asked when the Police Department is doing training with the K-9 dogs, should the public be in close proximity. Chief Hawkins said most obedience training is throwing balls, etc. He said our K-9s are narcotic dogs only. Alderman Vest asked if the K-9s could be taken to the firing range to exercise and train instead of public areas. Chief Hawkins said one of the K-9 handlers is moving into the cabin and the K-9 will be out around the cabin and the police car will be visible which will help with vandalism. He added that the K-9s will not be on the ballfields. Motion was made by Alderman Countermine, seconded by Alderman Sell, and duly passed to approve on first reading an Ordinance amending Title 3, Chapter 3, Section 3-302(2) of the Jonesborough Municipal Code, adding a sentence allowing K-9 training on Town property without a leash under certain conditions.

Insert Ordinance

The next item on the agenda was the approval of a contract with Community Development Partners (CDP). Mayor Wolfe said this is related to the RD loan and the ARC Grant. He said there are several requirements that CDP will handle for the Town. He said we have worked with CDP for many years and this is a wonderful partnership; they do a great job for the Town. Alderman Sell asked if the \$32,000 would be coming out of the loan proceeds and Mayor Wolfe said it would be coming out of loan and grant funds. Mr. Browning said some of the amount would be paid through the ARC Grant for administrative services. Motion was made by Alderman Countermine, seconded by Alderman Dickson, and duly passed to approve the administrative services of Community Development Partners for the Rural Development Community Facilities loan and the Appalachian Regional Commission grant for an amount not to exceed \$28,500 plus \$3,500 for environmental review services already performed, with payment coming from project funding.

Insert Contract

Mayor Wolfe said there is another item that needs to be added to the agenda concerning the Main Street Jonesborough part-time assistant position. He said that earlier Mr. Browning provided the Board some information on the part-time hostess positions. He said the position being considered will be under the Main Street Jonesborough program and will be also be doing social media work for Wetlands and the McKinney Center which will be paid from budgeted marketing funds from those departments. Mr. Browning said he revised this memo today after he talked with Ms. Miller and she recommended that this position be a Town employee position just like the other hosts/hostesses. Mayor Wolfe said this position will be approved for up to twenty-eight hours per week. He said that Daniel Richardson was working with Wetlands Water Park, the McKinney Center, and the Main Street program. He asked if this funding will be more or the same as we were paying Daniel. Mr. Browning said it would be the same funding sources except for the fact that this approval would be through this fiscal year. He said that Whitney Williams was approved for a Hostess position at the Senior Center and she is also being recommended for this Main Street position, and the twenty eight hours will be between those two positions. He said the part-time position at the Senior Center is going to be paid out of funds generated through rentals and activities at the Senior Center. Alderman Sell said he would like to defer this and discuss it more because we have several people working on the Town's websites and social media marketing. He said he is not sure about a part-time position and feels the Board needs to look at combining all of this into one position. Mayor Wolfe suggested since we are still in the old budget and those funds are already allocated where Mr. Richardson was being paid, that we go ahead and hire Ms. Williams through this fiscal year. Mayor Wolfe said he is not sophisticated in web design and social media and the Board needs a little better perspective as to how these positions relate. He said we have Alicia Phelps doing marketing, Terry Alexander doing website maintenance, and we had Daniel Richardson and now Ms. Williams doing social media. We need to make sure the Board is comfortable that we know exactly what each of these employees is doing. Alderman Countermine said that Ms. Alexander, Ms. Phelps and Mr. Richardson worked together and did a great job. Mayor Wolfe said the Board needs to get more educated and more comfortable on how this all works. Mayor Wolfe said he feels we need to have a discussion on this and does not want to see another position created, and we need to fully utilize these other employees. Alderman Countermine said we need to look at the growth of Town activities. Mayor Wolfe said if we are emphasizing Wetlands more through Social Media and we have a great need, then we can look at it. Ms. Copp said the Website Manager and the Social Media person do two completely different jobs. Alderman Vest asked if the websites are updated very often. Ms. Copp said the website is in the process of being upgraded. Mr. Browning said the tourism site is being redone now. Alderman Vest pointed out that Alderman G'Fellers is still on the Town's website. Alderman Sell asked about the multiple websites. Alderman Countermine said it is portals and what that means is from the Town's main website, you can click and go to the JRT website or the McKinney Center website or various other sites. Alderman Countermine said a lot of students at ETSU sign up for Computer Science classes and they want to develop games. He said in terms of game design it

takes three skills – a programmer, a graphic artist, and a story board person. He said this is the same thing that Ms. Copp said. He said to develop a good website it takes more than one person. Mayor Wolfe said he would like for the Board to have a presentation on the Jonesborough website. He added that he is looking at a picture with Alderman G'Fellers in it on the Town's website. Alderman Countermine said the easy part is getting the template for a website and the hard part is getting the data to put in the website and then making sure the site is updated. He said Terry Alexander's job is to make sure everything is updated properly on the website, but someone has to be responsible for making sure the information is given to Ms. Alexander to update the website. He said the more we use the website and social media, the more we have to invest. Alderman Vest said we need to have one person responsible for all of the website information. Alderman Sell agreed. Alderman Vest said he would rather have one full time person than several part time people. Mr. Browning said the likelihood of finding one person who knows how to do everything is not very likely. He said all of the employees working in these areas communicate very well and have publicity meetings every other week to go over in detail what is being done. Mayor Wolfe said we have talked about a new Town website for a long time. Mr. Browning said he does not understand why we have not changed the photographs and apologized for the mistake. Alderman Vest said we need to make sure the website is updated correctly. Mayor Wolfe said this is why when the Board discussed marketing for Wetlands Water Park, we got good results. He said we need to work with our employees and make sure their efforts produce good results. He said the Board is concerned about spending money effectively. Alderman Sell said it would help if the Board knew exactly how much time would be involved in this. Ms. Copp said that Mr. Richardson worked thirty hours per week but his duties included working at Brews & Tunes as well; Ms. Williams would only be responsible for social media so she would only need to work an estimated 20 hours per week. Alderman Vest asked if that means hiring another person for Brews & Tunes, and Ms. Copp stated that position would be paid with Main Street funding. She asked if the Social Media position could be approved through June 30th and then she would bring it back during the budget process for further consideration because we are going into a very busy time of year. Mayor Wolfe said we are not talking about new money but continuing previously budgeted program work. Mr. Browning said the intention is to bring the position back during the budget process.

Alderman Countermine made the motion to add to the agenda the appointment of a Main Street Jonesborough part-time assistant to the agenda. The motion was seconded by Alderman Dickson and duly passed.

Motion was made by Alderman Countermine, seconded by Alderman Vest and duly passed to approve the appointment of Whitney Williams as a part-time marketing assistant to Main Street Jonesborough and limit the hours to twenty eight hours per week through June 30, 2016, at Grade 1 Step 1 (\$10.25 per hour).

There being no further business the meeting was duly adjourned.

ABBHEY MILLER, RECORDER

KELLY WOLFE, MAYOR