

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

APRIL 11, 2022

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, April 11, 2022, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

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

Upon call of the roll those present were Mayor Chuck Vest, Alderman Virginia Causey, Alderman Terry Countermine, and Alderman Adam Dickson. Also present were Town Administrator Glenn Rosenoff, Town Recorder Pat Ryder, Operations Manager Craig Ford, and Town Attorney Jim Wheeler.

The next item was the Consent Agenda. Mayor Vest asked if there were any items that the Aldermen wished to have pulled from the Consent Agenda. There were none. Alderman Countermine made the motion, seconded by Alderman Causey, and duly passed to approve the following items on the Consent Agenda:

1. Approve the minutes for the January 10, 2022 and February 14, 2022 BMA meetings.
2. Approve the following bills for payment:

	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
101606-101646	76,134.79		
101647	233,359.00		
101648-101719	49,735.99		
101720-101736	12,797.98		
101737-101742	14,002.85		
101743-101782	83,813.19		
101783-101864	74,025.91		
101865-101879	78,941.99		
101880-101925	69,091.64		
101926-101931	3,066.25		
101932	<u>106.40</u>		
	\$695,075.99		
63725-63737		16,505.44	
63738		265.00	
63739-63788		166,673.55	
63789-63798		75,159.52	

	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
63799-63800		724.91	
63801-63812		26,818.80	
63813-63852		103,876.86	
63853-63861		51,783.20	
63862		149.33	
63863		120.44	
63864-63872		10,375.45	
63873-63878		3,655.24	
63879-63881		<u>13,239.78</u>	
		\$469,347.61	
9542-9545			1,905.62
9546-9554			8,708.51
9555			5,117.26
9556			28.49
9557-9559			554.46
9560-9567			9,810.00
9568-9571			7,899.99
9572-9573			58.25
9574-9575			<u>123.37</u>
			\$34,205.95
School Fund			
1050-1052	<u>934,846.17</u>		
	\$934,846.17		

3. Approve the following Operations Manager Report:

For the month of March, the Street Department continued to work on the baseball field upgrades at Persimmon Ridge Park. The storms caused the roof of one of the press boxes at the fields to be torn off. The Street Department repaired the roof, but at some point, a more permanent repair will have to be made.

The private contractor who is completing the buildings at Lincoln Park, completed the repairs on the gym floor at the McKinney Center.

The Street Department also began work on capping the top of the new Wetlands brick sign and getting the structure ready to install the new Wetlands sign.

The contractor started construction work on the buildings at Lincoln Park. He is doing an awesome job and making great progress.

We are making progress on Shell Road. Most of the drainage structures are in place now and we hope to be ready for curbing in a couple of weeks.

We prepared the bid specifications for the East Main Street sidewalk this month. We only received two bids and one of those was incomplete. We will present something to the BMA at the April meeting.

The food bids also came in for the 2022 Wetlands Waterpark season. There was much time and deliberation spent on making sure the food pricing for 2022 was in line with the increases we received in the cost of the food

I worked with some of the Department Heads this month on their budget preparation. We also looked at projects some of the departments are looking at.

I also participated in the traffic committee's public input meeting, as well as numerous other meetings throughout the month.

4. Approve the following Committee Reports: Historic Zoning Commission, Jonesborough Board of Zoning Appeals, and Jonesborough Planning Commission.
5. Approve the following Supervisor Reports: McKinney Center, MBM Program Director, Building Inspector, Fire Department, Police Department, Parks and Recreation, Website and Marketing Specialist, Marketing and Promotions Coordinator, Water Distribution, Meter Department, Environmental Services/Wastewater, Water Treatment, Animal Control, Street Department, Solid Waste and Recycling, Director of Tourism and Main Street, Visitors Center and Facilities Rental Manager, and Senior Center.
6. Accept the resignation of Christopher Lawson as the Water Quality Specialist in the Water Distribution Department with the effective date of April 3, 2022.
7. Accept the resignation of Tyler Briggs as an Equipment Operator I in the Water Distribution Department with the effective date of April 15, 2022.
8. Approve the appointment of Cobran Wilhoit as a Meter Reader in the Meter Department at Grade 5, Step 1 (\$25,909), and with all pre-employment requirements that have been completed.
9. Approve the appointment of Major Matt Rice to the Interim position of Jonesborough Police Chief effective May 1, 2022.
10. Approve the Snow Hut Agreement for the 2022 Wetlands Water Park season with David "Gene" Loyd.

INSERT AGREEMENT

The next item on the agenda was the approval of the Financial Report. Mayor Vest said the Town has another record sales tax collections for the month of January and is

up 12% from 2021. Mayor Vest said that building permits had doubled from the previous month, the water plant had produced over 84,000,000 gallons of water for the month of March, and the Water Distribution County Crew is doing a great job installing water lines out in the county. Mayor Vest asked the Aldermen if they had any comments. There being none, Alderman Dickson made the motion, seconded by Alderman Countermine, and duly passed to approve the Financial Report as presented.

Communications from the Mayor was the next item on the agenda. Mayor Vest announced that the agenda has been changed slightly with citizens comments being moved up to after the Mayor's Comments. Mayor Vest commented on the following: (1) Water Park staff is making great progress in getting Wetlands ready to open for the 2022 season; (2) The Lincoln Park structures are going up quickly; (3) The Shell Road project is moving along and the hope is to get it finished in the very near future; (4) There was a great turn out on Saturday, April 9th for the Easter Eggstravanza event in spite of the weather and the marketing and event staff did a really good putting this together; (5) He said he has received great compliments on the Marketing and Social Media Staff on how quick they are responsive to on-line comments and questions about Jonesborough; and (6) The Music-On-The-Square Fundraising Event was a success and all the donations are greatly appreciated.

Mayor Vest said he attended the Community Chest Volunteer reception held at the Visitor Center this afternoon and the 2021 Outstanding Volunteers were recognized - Zell Hester, Nancy Kavanaugh, Mary Elizabeth Collette, Carol Jernigan, and Jay Caldwell. Mayor Vest said it was a great event. Mayor Vest asked Kay Grogg and Lynda Harris to come forward and presented them with the Jonesborough Volunteer Appreciation Month Proclamation. Mayor Vest read the proclamation and asked Kay Grogg and Lyndia Harris if they had comments. Kay Grogg said they had recognized five volunteers, and these are people in the community who have given over thousands of hours of volunteer work for the town, and we are very appreciative of what they do and there are many more volunteers in town that they want to say thank you to. Lynda Harris said she thinks this is one of the wonderful things about Jonesborough is that there is so much that we do is done by volunteers and it is our ownership as a community. Mayor Vest thanked Kay Grogg and Lyndia Harris for their comments.

INSERT PROCLAMATION

Mayor Vest asked Nora Davis to come up to accept the April 2022 Employee of the Month Award. Mayor Vest read the following:

*I would like to recommend Nora Davis, Marketing and Promotions Coordinator, for the employee of the month. There are a number of reasons I believe Nora is deserving of being our employee of the month. The first reason I would like to highlight is her social media work regarding our St. Paddy's Celebration that took place on Saturday, March 19th. We have over **1 million people reached** solely from posts regarding this event. This outstanding data shows Nora knew which aspects of the event to capitalize on through her posts, she was strategic on when*

to post as well as her intentional copy and photo choices. Many may not realize the amount of time, attention to detail, and analytical skills it takes to have a piece of marketing that reaches this level of success. Nora also came to me with a last-minute creative video idea to push the event. In a matter of hours, she filmed, edited, created copy, and posted three videos for the event. But Nora's efforts did not stop here. Nora attended the event capturing content for next year's promotions. However, when the sound equipment van broke down, Nora drove her personal care and made numerous trips carrying equipment downtown. We were able to get everything setup and did not have to delay any portion of the event thanks to her help, along with other staff. As you can see, Nora is always willing to jump in and assist with any task that is thrown her way. She also displayed this during our Halloween and Christmas events when we were short staffed. She is an asset to the Town of Jonesborough and is more than deserving of this Employee of the Month Nomination. Submitted by: Cameo Waters, Director of Tourism & Main Street

Mayor Vest asked Nora Davis if she had any comments. Nora Davis said she is very surprised and thankful to be nominated.

Mayor Vest announced the resignation of Stephen Callahan as Alderman effective March 30, 2022. Mayor Vest said that Stephen has been a valuable part of our Board of 3½ years, a valuable part of the Jonesborough Community for longer than that and for Stephen to resign was not an easy thing for him to do. Mayor Vest read a portion of the Mr. Callahan's resignation letter, "Jonesborough will always be home, the place we started out journey, and the place we will return often. Yes, we will have business here, and that keeps us coming, but we look fondly on just taking a walk around town during a festival or event, seeing old friends and making new ones. We are looking forward to the coming years. The Town will change, but it won't lose its historic significance, nor its significance to us. Lastly, thank you for loving Jonesborough as much as we do. Mayor Vest said he thanks Stephen Callahan for his comments, and he will be greatly missed being on the Board. Mayor Vest read his reply to Stephen Callahan's resignation, "Stephen has made positive contributions to our Town government since his election 3½ years ago, leading his personal business to success has had an even greater impact on the Town, and his success has vibrated our town higher than in the past. I look forward than even greater contributions from Stephen in the future, his business acumen will be missed by our Board, but we will strive to fill his seat with another person that serves and loves the Jonesborough community and our businesses as much as much Stephen Callahan does." Mayor Vest said we had former Mayor Kelly Wolfe resign years ago because of his business demands as well, and Mr. Wolfe's contributions off the Board has been great as his contributions when he was on the Board. Mayor Vest said he is confident entrepreneurs Stephen Callahan and Jessica Callahan will continue to accomplish even greater things for Jonesborough. Mayor Vest asked the Aldermen if they had any comments. Alderman Causey said the Board needs to make a motion to accept Mr. Callahan's resignation. Mayor Vest called for a motion to accept Stephen Callahan's resignation. Alderman Causey made the motion to accept the resignation of Stephen Callahan as Alderman on the Jonesborough Board of Mayor and Aldermen with

the effective date of March 30, 2022, seconded by Alderman Countermine and duly passed.

Mayor Vest said due to the resignation of Stephen Callahan there is a vacancy on the Jonesborough Planning Commission and nominated Josh Conger to be appointed to fill the vacant co-term as the Mayor's representative which expires in November 2022. Alderman Dickson made the motion to approve the appointment of Josh Conger fill the vacant co-term on the Jonesborough Planning Commission as the Mayor's representative expiring in November 2022. Alderman Countermine seconded the motion, and it was duly passed.

Mayor Vest said the next item for discussion was the appointment of an Alderman to fill the vacancy left by the resignation of Stephen Callahan. Mayor Vest asked the Aldermen if they had comments. Alderman Causey said after careful consideration and a lot of praying to help us make the right decision to fill the position through November, she feels we need to look at someone that could come in and hit the ground running. Alderman Causey said this is a very crucial time for the BMA, as we are starting discussions for the FY2022-23 budget, and we have so many projects that are being worked on. She said she feels the Board needs to look at someone who can step in, hit the ground running and move forward without having to go through a learning curve, would be a great asset for our Town. Alderman Causey said she is speaking from her own heart, because she was an employee for a long time, I retired, and then I was approached to come on this Board. Alderman Causey said she helped with agenda presentations, transcribed the minutes, helped the Town Administrator keep up with what needed to be addressed at the meetings, and felt that she would be able to step in without no problem at all. She said little did she know how hard it was to be a Board member. She said there is a lot of our volunteer time that we put into it. Alderman Causey said if you really look at these agenda presentations and take it heart like we should – it takes 4 to 6 hours to go through the Board packets. Alderman Causey said she feels there is one person that has the experience to step in and fill this position until November, with no learning curve at all. Alderman Causey said all of this being said, she would like to make a motion to appoint Kelly Wolfe to fill the vacant position of Alderman until the election in November. Mayor Vest thanked Alderman Causey for her comments and asked the Alderman Countermine and Alderman Dickson if they had any comments. Alderman Countermine said he agreed with what Alderman Causey said. Mayor Vest said there is a motion to approve Kelly Wolfe to fill the vacant Alderman position due to Stephen Callahan's resignation and called for a second. Alderman Dickson seconded the motion. Mayor Vest asked if there was any discussion.

Alderman Dickson said he thinks Alderwoman Causey has done a really excellent job in conveying what it takes to sit on this Board. Alderman Dickson said it has been a joy and a pleasure for himself, ten years to set on this Board, and he does remember a time in 2018, he lost an election in 2016 and the numbers were very close, and he was willing to go back and doing whatever he could to just make the community better. Alderman Dickson said in March 2018 he receives a phone asking if he would like to come back on the Board. He said he did not have to think twice because he was glad to come back on

the Board. Alderman Dickson said sitting in the audience at that Board meeting, the person sitting in your seat would get up and leave and shocked the Town and shocked everybody. Alderman Dickson said but, he was able to come back on the Board and serve. He said when he thinks about this Town, and he thinks about some key people who have led this Town and the impact on this Town; historians are going to say Kelly Wolfe certainly make an impact on the Town of Jonesborough. Alderman Dickson said they are going to say it and so when we think about service, particularly in this interim period, he doesn't think anyone will question Kelly Wolfe's commitment to the Town of Jonesborough. Alderman Dickson we will be getting ready for a robust election year, and we will get ready for candidates and campaigns and such. Alderman Dickson said he thinks again, Mr. Wolfe's service is commendable and is looking forward to seeing him back on the Board. Mayor Vest thanked Alderman Dickson for his comments.

Alderman Countermine said he would like to give his time to Mr. Wolfe to ask him why does he want to do this. Kelly Wolfe said this is one of those things that you didn't know you wanted to do until you were asked to do it; and when home calls, and Jonesborough is certainly home, you respond to the calling. Mr. Wolfe said he considers each of you all involved in the Town government to be dear friends and family members, and so many of you here in the audience tonight. Mr. Wolfe said life is very short. He said he attended two funerals tonight of two very close friends and if you've got the opportunity to serve and you got the opportunity to make a difference, you better do it. He said because the good Lord doesn't guarantee us anything past today. Mr. Wolfe said he sees the Town still as a very, very bright spot not only in Washington County and Northeast Tennessee, but the entire state. Kelly Wolfe said Mayor Vest alluded to this earlier, but you see people moving here by the dozens and he sees them every day because of who we are, what we represent, the inclusion, the love for each other as a community, and doesn't matter who you are, you are welcome in Jonesborough. Kelly Wolfe said he hopes that is a good enough explanation for his motivations. Mr. Wolfe said it would be his honor and he will humbly approach the opportunity to serve, if given the chance. Alderman Countermine and Mayor Vest thanked Kelly Wolfe for his comments.

Mayor Vest asked the Aldermen if they had any further comments and there were none. Mayor Vest said there is a motion and a second and asked Town Recorder Pat Ryder to call for the vote. Upon call of the roll, the following Aldermen voted Aye: Alderman Causey, Alderman Dickson, and Alderman Countermine. Aldermen voting Nay: none. The motion carried. Mayor Vest announced we now have a new, Alderman, Kelly Wolfe, and recessed the Board for a 5-minute break before Kelly Wolfe is sworn in.

Mayor Vest called the meeting back to order. Chancellor John Rambo asked newly appointed Alderman, Kelly Wolfe, to come forward to be sworn as Alderman, and administered the following Oath:

Insert Oath of Office

Alderman Kelly Wolfe thanked Chancellor John Rambo for being in attendance to administrator the Oath and thanked everyone. Alderman Wolfe said it is a great privilege

and his goal is to humbly serve and help move our community forward. Mayor Vest said these four Aldermen are really big seats, because Aldermen have a lot of impact on our Town, no decision gets made without at least two Aldermen supporting it. Mayor Vest said in most cases, the decision is unanimous. Mayor Vest said he appreciates Kelly Wolfe stepping up to serve

Citizens Comments was the next item on the agenda. Mayor Vest asked if there were any citizens present who wanted to address the Board. There were no comments.

Alderman Communications was the next item on the agenda. Mayor Vest asked the Aldermen if they had any comments. Alderman Countermine said he would like to thank all the volunteers. Alderman Countermine said he attended the Volunteer Award Ceremony and one of the things Kay Grogg stated was last year they had 90,000 volunteer hours in town. He said Mayor Vest stated it was \$28.00 per hour, and Ms. Grogg reported if it were calculated at \$15 per hour it would have resulted in \$1,350,000 worth of help. Alderman Countermine said he applauds and cannot say it enough that we could not do what we do without the volunteers. Alderman Dickson echoed Alderman Countermine's comments. Alderman Dickson said just think about where the Jonesborough Community Chest has evolved, and there is such great leadership, and he is very proud. He said the event this afternoon was very nice, very well done, and appreciates the energy and the enthusiasm of all those who put the Volunteer Award Ceremony together. Alderman Causey echoed the same sentiments as Alderman Countermine and Alderman Dickson has stated. Alderman Wolfe said he has watched from the last four years that things continue to progress very, very well and none of that happens by accident. Alderman Wolfe said he is just coming in with an outside perspective, at this point, and stated he is concerned about what inflation is doing to our employees in our company, and their take home pay and their ability to make ends meet. Alderman Wolfe said he is also concerned, as an Alderman, about what that is doing to the Town's employees. He said it is very real and it is very dangerous, because we are already competing against private sector and other governmental entities for talent with this price pressure that we are seeing. Alderman Wolfe said we are blessed to have a good budget situation, but that puts that much more pressure on us to retain employees, so he hopes we can look at that aggressively and with a critical eye because without the people we can't keep the light on. Alderman Wolfe said as we continue to invest in our infrastructure needs, we need to continue to look towards the long growth of the Town. He said the Board has been doing that and he is very proud of that effort, but it is going to be an on-going proposition. Alderman Wolfe said we are seeing a very large number people move here and we are seeing a growing demand for the services that we have. Mayor Vest thanked the Aldermen for their comments.

Town Attorney Comments was the next item on the agenda. Mayor Vest asked Town Attorney Jim Wheeler if he had any comments. Jim Wheeler said it has been another quiet month as far as the litigation. Jim Wheeler said he feels it is important to say during the tenure of Police Chief Ron Street, he cannot recall any time he was asked to get involved in anything that would have even led to potential litigation. Mr. Wheeler said that just speaks very highly of Chief Street's tenure with the Town and felt like that

was deserving of him recognizing that. He said at the same time that is even more of a feat when you think of all the things that Jonesborough is involved in and all the things that our Public Safety Officers are involved in because of that. Mr. Wheeler said all the different projects and all the different things that Jonesborough leads on in doing, good things that are progressive and making us move forward; and things that other communities are not picking up the ball on. Attorney Wheeler said he just wanted to share that about Chief Street and the Public Safety Department. Mayor Vest thanked Attorney Wheeler for his comments and appreciates all of Mr. Wheeler's help and advice to keep the Town out of trouble.

The first item under New Business was approval of the Fiscal Year 2021-2022 Audit Contract with Blackburn, Childers, and Steagall. The proposed fee amount is \$44,700; and two other auditing services projects for this fiscal year at \$1,000 each which includes a "Single Audit" if the Town expends \$500,000 or more in a year in Federal awards, and an audit of the Town's Tennessee Consolidated Retirement Service program. Mayor Vest asked the Aldermen if they had any comments. There being none, Alderman Causey made the motion, seconded by Alderman Countermine, to approve the contract to audit the Town's account from July 1, 2021 to June 30, 2022 with Blackburn, Childers, and Steagall, as presented. The motion was duly passed.

INSERT CONTRACT

The next item on the agenda was approval for the re-design and printing of the Historic Jonesborough Visitor Guide. Town Administrator Glenn Rosenoff said the visitors guide serves as a primary marketing tool and is vital to bringing visitors to town, and is distributed in over 750 locations throughout Tennessee, Virginia, North Carolina and Kentucky; and is also mailed to potential visitors upon request average 1,000 mailed each year. Glenn Rosenoff said the RFP (Request For Proposals) was advertised on the Town's website, in the Johnson City Press and directly sent to seven agencies/printers. Two proposals were received for design and three proposals for printing. Mr. Rosenoff said the Marketing Staff is recommending that Creative Energy be awarded the design work in the amount of \$11,450, and Interstate Graphics be awarded the printing for 100,000 of the visitor guides in the amount of \$39,830.27 (unit cost of \$0.3983). Mr. Rosenoff said the total cost of the project for design and printing is \$51,280.27, and staff informed him that 100,000 guides should last at least 1½ years. He said the project is partially funded by the Tennessee Department of Tourist Development through its Tourism Marketing Grant Program in the amount of \$12,000. He said the overall FY22 budget for marketing/advertising is \$50,000 and printing is \$30,000 for a combined total of \$80,000. Glenn Rosenoff said he is working with Cameo Waters, Director of Tourism & Main Street, on the Visitor Center's budget projections through June 30, 2022 to determine that these line items combined will not exceed the projected budget, after applying the \$12,000 grant revenues. Mayor Vest asked the Aldermen if they had any questions. There being none, Alderman Countermine made the motion to approve Creative Energy be awarded the design work at \$11,450, and Interstate Graphics be awarded the printing of 100,000 Historic Jonesborough Visitor Guides at \$39,830.27 with a unit cost of \$0.3983. Alderman Dickson seconded the motion, and it was duly passed.

The next item on the agenda was approval of a Special Event Request application for the Sorcerer's Sprint, sponsored by The Goose Chase Organization. Mayor Vest asked the Aldermen if they had any comments. Alderman Countermine asked if this is the event that we had a lot more people come than we expected. Cameo Waters, Director of Tourism and Main Street replied yes. Alderman Countermine asked if they thought the streets should be closed. Cameo Waters replied yes. Town Administrator Glenn Rosenoff said The Goose Chase Organization they have asked for Public Safety assistant and street closures in their application request. Attorney Wheeler said that one thing that needs to be added to the recommendation is subject to the insurance being approved by the Town Attorney, because the organization has not submitted that yet. Mayor Vest asked the Aldermen if they had any further questions or comments. There being none, Alderman Wolfe made the motion to approve the Sorcerer's Sprint 1-mile run to be held on downtown on July 30, 2022 beginning at 7:00 p.m., with an approximate ending time of 7:30 p.m., subject to CDC Guidelines, and subject to the insurance being approved by the Town Attorney. Alderman Causey seconded the motion, and it was duly passed.

The next item on the agenda was the Special Event Request application for the Town Wide Yard Sale by Jeff Gourley, sponsored by JAMSA. Mayor Vest asked Town Administrator Glenn Rosenoff to address this request. Glenn Rosenoff said we get requests for special events and there is a lot of reviews that go on from the Public Safety side and from Town staff to keep these events organized. Mr. Rosenoff said the last time the town-wide yard sale was held was 2017 and he has not heard anything negative about the event that has occurred. Mr. Rosenoff said staff has talked about applications coming in less than the 90 days or even 60 days or even 45 days before an event is to take place; and in doing so there was three deficiencies on the yard sale. He said from the security plan, the hold-harmless agreement, and the proof of liability insurance, and he didn't want to be presumptuous to make a recommendation based on deficiencies in the application. Mr. Rosenoff said the event itself is probably well received by the town, and whether or not we address that at this meeting or talk about events, we will need to come to a point where we will have to draw a line in the sand, and administratively say someone has missed the cut-off or there is lack of materials enough to provide an intelligent reporting of the event. Mr. Rosenoff said the three items that are lacking in the town-wide yard sale special event application has not been received, and he did double-check with Donna Freeman, as well, and we have not received any of the three items. Alderman Countermine asked Glenn Rosenoff when he had communicated with Jeff Gourley. Mr. Rosenoff said ever since it was submitted, and specifically last Thursday (April 7th). Mayor Vest said we have had these discussions in the past with these Special Event Requests and how important they are, but somewhere you have to kind of draw-line and if we start getting loose with it now, then the efforts we have had in the past will be sort of useless. Mr. Rosenoff said when staff is trying to get the BMA packet out to do business for the Town it gets difficult to tie up loose ends, and often times there are numerous other items on the agenda to get to Board members. Mayor Vest asked the Aldermen for their thoughts on this Special Event Application Request for the town wide yard sale. Alderman Causey she would like to address this and stated on all special events if they don't have the insurance, the hold-harmless, the plan for the Police Dept. with it when it is submitted,

then staff should return it back to them until everything is together. Alderman Causey said it is hard to try to make sure that when a Special Event Application is turned in that all the requirements are with the application. She said it is not fair to the Town Attorney, Mr. Rosenoff, and staff to have to keep following up with an applicant. Alderman Causey said on the town wide yard sale that she does not feel that until we get all the information we can approve. Ms. Causey questioned where are they going to set these proposed 50 to 70 booths at, is it down Main Street or is it down Boone Street, because they have not submitted anything in their application. Alderman Causey said she would like to make a motion from this date forward that Special Event Application requests are completed before they are brought to the Board for approval. Mayor Vest said he feels when a Special Event Application is submitted to staff, they should not accept it until everything with that application has been completed. Alderman Wolfe seconded the motion. Mayor Vest asked the Aldermen if they had any further comments. Alderman Dickson said we did just approve, for example, the Sorcerer's Sprint event and it was subject to hold-harmless agreement, but he does agree that applications do need to be prepared before submitted. Alderman Dickson said for him the negative was that the security plan should be a requirement, but the hold-harmless and proof of liability insurance he feels that the Board should at least continue to approve subject to on those. Alderman Dickson said the security plan and certain other components of the application should be supplied. He said he would suggest an amendment that hold-harmless and the proof of liability be on that subject to basis, because it seems like in the past, we have approved special event applications with the subject to Town Attorney approval. Alderman Causey said we have done that, but what happens is that if falls through the "cracks" whether we get the insurance or not, who knows. Alderman Causey said Jim Wheeler sends out the letters reminding Special Event applicants that they need to turn in their hold-harmless and proof of liability insurance and staff is supposed to follow-up. She said our staff, we have still got two people in the same position as when she worked for the Town, and it is hard for them to follow-up and call an applicant see if they have brought their insurance form into the office. Alderman Causey said it takes effort, but if staff would inform an applicant that they are sorry, but you do not have everything together and reject it, because she feels if staff rejects one or two, then the applicants would start bringing in their applications all together like it should be. Mayor Vest said we need to make sure that when an application is given out that the applicant is informed of what all they need to turn back in. Town Attorney Jim Wheeler said the Special Event Application already says that, we have not enforced that. Mr. Wheeler said he goes back from every meeting and send out insurance letters to applicants and copies the Town Recorder and Town Administrator and that is to cover his backside. Mr. Wheeler said he does worry that applicants may not turn in the proof of insurance and no one from the Town actually follow-ups that they do this; and then at some point of someone gets hurt, the Town gets sued, and that insurance form is not there we will be relying on our own insurance. Mr. Wheeler said the whole idea of this was to require them to do that. He said we have had several events recently that the applicants says that they can't get the insurance until 30 days before the event; and a lot of times they want to publicize their event longer than that. Mr. Wheeler said his problem with that is that the Town has had a lot of our events that get their insurance more than 30 days, sometimes 6 months in advance. He said most special event applications have their insurance well in advance and are ready to go. Mr. Wheeler said we have had

probably a dozen of events and he doesn't know if they have had insurance or not. Mr. Wheeler said the Resolution calls for the issuance of a permit, but the previous Town Recorder did not issue an actual permit. He said he doesn't know how the Police Department is supposed to enforce that. Mr. Wheeler said if you have an event what should be happening is if they don't have their insurance, they haven't gotten a permit, the Police is here on the weekend, and they should be stopping that event and that is pretty awkward position to put them in, and somebody who organized the event didn't get that insurance liability form done. Mr. Wheeler said requiring getting it done before the Board approves will eliminate the Police Department having to deal with that or Town staff trying to figure out the week before the event if the applicant has turned in their insurance or not. Alderman Countermine said he thinks Alderman Dickson makes a good point, we need to go back and look at the one we just approved because they don't have everything, so he doesn't see how we could approve that one and not approve this one. Mayor Vest said the motion on floor is from this day forward all Special Event Application requests have to be completed before coming to the Board for approval. Alderman Countermine asked if the Board was still going to approve the town wide yard sale event, because Mr. Gurley is still going to have to get the three required items in for the application process. Town Administrator Glenn Rosenoff said he would get the required items from Mr. Gurley.

Mayor Vest asked Alderman Causey for clarification on her motion. Alderman Causey said her motion is to change the procedure in which we do the Special Event Application requests when they came in that Town staff has to make sure everything is completed before it comes to the Board for approval. Alderman Causey noted that if insurance cannot be obtained until 30 days prior to an event, an applicant can get a letter from their insurance company stating that information to go with their Special Event Application. Alderman Causey said she is not making the motion to approve the town wide yard sale special event. She said she just wants clarification in regard to special event applications having everything completed before it comes to the BMA for approval. Alderman Wolfe asked Alderman Causey to restate her motion. Alderman Causey said her motion is, from this day forward all Special Event Application requests has to have the Hold-Harmless, insurance, security plan for the Police Department to show where the event is taking place, and all information required in the Ordinance when it is submitted to staff, and if it is not submitted to staff they need to return it back to the applicant and let them know it is not going to the BMA until their application has all required documentation completed. Alderman Wolfe seconded the motion, and it was duly passed.

Mayor Vest called for a motion in regard to the Special Event Application request for the Town-Wide Yard Sale to be held on Saturday, May 14, 2022. Alderman Wolfe made the motion to approve, conditioned upon all the paperwork being submitted as required, and seconded by Alderman Countermine. Mayor Vest asked the Aldermen if there was any further discussion. There being none, Mayor Vest asked the Town Recorder to call for the vote. Upon roll call of the vote, the motion was duly passed.

The next item on the agenda was approval of the USDA Loan Resolution for the Jonesborough K-8 School Project. Mayor Vest said things are moving along really well on this project and the additional \$10,000,000 that we needed to add to the project has

already been approved, but USDA-Rural Development wants to see subject to certification from Town Attorney Jim Wheeler that his opinion is still valid for the additional \$10,000,000. Mayor Vest asked the Aldermen if they had any comments. Alderman Wolfe asked Town Administrator Glenn Rosenoff what the interest rate was on this loan. Glenn Rosenoff said the interest rate is 2.125%. Attorney Wheeler said he would be submitting a title opinion, this week, that nothing has changed, and we are still good to go. With there being no further comments, Mayor Vest called for a motion. Alderman Dickson made the motion to approve Loan Resolution USDA Form RD 1942-47 (Rev. 12-97), Form Approved OMB No. 0575-0015, subject to a certification from Town Attorney Jim Wheeler that his opinions are still valid for the additional amount of \$10,000,000 to complete the Jonesborough K-8 School Project. Alderman Countermine seconded the motion, and it was duly passed.

INSERT RESOLUTION

The next item on the agenda was approval of the bid of the Food and Janitorial bids for the 2022 Water Park Season from Performance Foodservice (formerly Reinhart Foods) the with a total bid of \$2,467.45. Mayor Vest asked the Aldermen if they had any comments. There being none, Alderman Wolfe made the motion, seconded by Alderman Causey, to approve awarding the Wetlands Water Park Food and Janitorial Bid in the amount of \$2,467.45 to Performance Foodservice for the 2022 season. The motion was duly passed.

The next item for discussion was approval of the bid for the East Main Street sidewalk construction. Mayor Vest said the recommendation is to authorize the Town Administrator to negotiate the contract not to exceed \$133,000, and report back to the Board the result of the negotiations prior to issuing a Notice to Proceed. Mayor Vest asked the Aldermen if they had comments or questions. Alderman Wolfe asked Town Administration Glenn Rosenoff if his intention was to come back to this Board before you proceed or does this give you a green light up to the \$133,000. Glenn Rosenoff said the second part of the recommendation is to report to the Board the negotiations prior to issuing a Notice to Proceed, so that would allow him to have conversations with the Board member. Alderman Wolfe asked Mr. Rosenoff if he anticipated having to shorten the amount of sidewalk going in in order to help meet the bid, that we have to work with or what is your strategy. Glenn Rosenoff said the original intent is to connect the Senior Center with the existing sidewalk downtown and then the McKinney Center because those were number one and number two. Mr. Rosenoff said we are going to see how far we can get to Forest Drive, and then ultimately to Headtown Road. Alderman Wolfe asked if a reference checked had been done on the proposed company for the project. Glenn Rosenoff said the construction company is the same group performing the construction work at Lincoln Park, and they just did a great emergency repair at the McKinney Center. Mayor Wolfe said the priority is getting the sidewalk to the Senior Center and McKinney Center. Glenn Rosenoff said he will report the negotiation status back to the Board fairly quickly because we need to move on this project. Alderman Wolfe said, when he was in office his first time, we did a lot of good projects and one of the things that he regrets not getting done was that sidewalk up East Main Street. Alderman

Wolfe said TDOT had a Walkway to Schools Grant, and it would be ridiculous to try to numerate all of the hurdles that the Town was given to try to get through that grant. He said he thinks we ended up spending about \$230,000 in engineering alone just to get it designed to TDOT's specifications that we could never then satisfy when it came down to it. Alderman Wolfe said getting the sidewalk project off the ground is a big deal, and he commends everybody involved in it, because it is desperately needed and is a safety issue. Mayor Vest asked the Aldermen if they had any further comments. There being none, Alderman Wolfe made the motion to approve the award of the East Main Street Sidewalk Construction Project bid to Complete Construction company, authorize the Town Administrator to negotiate the contract to not exceed \$133,000, and to report to the Board the result of the negotiations prior to issuing a Notice to Proceed. Alderman Countermine seconded the motion, and it was duly passed.

The next item for discussion was approval of the 2022-2023 Employee Health Care Plan. Mayor Vest said in the days of double-digit increases on Healthcare plans, Glenn Rosenoff, Craig Ford and Pat Ryder did a great job in enhancing the plan slightly for a little over a two percent increase and it is great to see that. Mayor Vest asked Town Administrator Glenn Rosenoff for comments. Glenn Rosenoff said they are thankful to our partner Lyman Fulton who helped orchestrate a lot of the things in the health plan, in particular the no increase, if we didn't shop around. Mr. Rosenoff said he hasn't found anything that is getting any better in pricing, actually it seems weekly it is getting worse, it is a good plan and are monitoring it. Mr. Rosenoff said we will continue to monitor it with our employees. Mr. Rosenoff said the increase is more in-line with upgrading the prescription plan and seeing if that will help our overall plan for the employees. Mayor Vest asked the Aldermen if they had any questions or comments. Alderman Causey said she has had some employees that have contacted her that they are not happy with this insurance because they are paying for physicals, or insurance not paying for bloodwork and different things. Alderman Causey said she feels if we go with this insurance, that we need to get Mr. Fulton to meet with employees to let him know what kind of problems they are having. She said it is not fair for an employee to get a physical and end up paying for that physical when they are used to not paying anything. Glenn Rosenoff said he agrees, and he, Craig Ford and Pat Ryder are devoted in meeting and working with employees with their insurance concerns and bringing United Healthcare into our meetings as well. Mayor Vest asked if there were any more comments or questions. There being none, Alderman Wolfe made the motion to approve the United Healthcare Plan, with the upgraded prescription plan, at an overall increase of 2.5% for the 2022-2023 beginning June 1, 2022, as presented. Alderman Dickson seconded the motion, and it was duly passed.

The next item for discussion was approval of expenses incurred with Southern-Vac Company (located out of Columbia, South Carolina) regarding repairs on the Wastewater Department's VAC-CON truck during the FY20-21 budget year at an estimated repair cost of \$50,000. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Countermine made the motion to approve the following two recommendations: (1) Approve the payment of \$47,329.61 to Southern Vac Company on the Wastewater Department's VAC-CON truck (unit number

02012678) based on repairs already performed and completed; and (2) Approve the payment of \$38,000 to Southern Vac Company on the Wastewater Department's VAC-CON truck (unit number 02012678) to replace the tank and all other incidental costs needed to settle the tank implosion incident, and the Unit returned in an operative condition and ready to be placed in service upon arrival at the Town's Wastewater Department. Alderman Causey seconded the motion, and it was duly passed.

There being no further business the meeting was duly adjourned.

PAT RYDER, RECORDER

CHUCK VEST, MAYOR