

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

APRIL 12, 2021

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Monday, April 12, 2021, at 7:00 p.m. at Town Hall, 123 Boone Street, Jonesborough, TN.

The first item on the Public Hearing agenda was the rezoning of certain property on Boones Creek Road from R-4 (Transition Residential District) to PRD (Planned Residential District). There were no comments.

The Public Hearing was closed.

ABBEY MILLER, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

APRIL 12, 2021

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, April 12, 2021, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

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

Upon call of the roll those present were: Mayor Chuck Vest, Alderman Stephen Callahan, Alderman Virginia Causey, Alderman Terry Countermin, and Alderman Adam Dickson. Also present were: Town Administrator Glenn Rosenoff, Town Recorder Abbey Miller, Operations Manager Craig Ford, and Town Attorney Jim Wheeler.

Mayor Vest said there was one addition to the Consent Agenda, to declare the 2002 Peterbilt Frontloader garbage truck as surplus and authorize approval to sell on GovDeals.com. Mayor Vest asked the Aldermen if they had any questions. There being none, Alderman Callahan made the motion to add to the Consent Agenda to declare the 2002 Peterbilt Frontloader garbage truck as surplus with approval to sell on GovDeals.com. Alderman Countermin seconded the motion, and it was duly passed.

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. Alderman Causey said she did not want to pull an item for discussion but had a question about Consent Item #23 on the additional cost for the water service truck. Alderman Causey asked if there were additional items added to the truck to cause the price increase. Town Administrator Glenn Rosenoff said the original cost of the truck was from last year and when staff checked the State Bid Contract pricing, the cost had increased. Mayor Vest asked Glenn Rosenoff to explain Consent item #24 – Local Government Guidelines Form 1-2 in regards to the Traffic Signalization Project at the intersection of East Jackson Blvd. and Tiger Way. Mr. Rosenoff said this is a new TN Department of Transportation (TDOT) training requirement, and Street Department Director Malcolm

Highsmith has completed all the classes and certifications and the interview process. Glenn Rosenoff said TDOT will choose the contractor for the project through an RFP process. Mr. Rosenoff said TDOT hopes to have this process completed within the next 60 days. Mayor Vest asked the Aldermen if there were any additional comments or questions. There being none, Alderman Countermine made the motion, seconded by Alderman Dickson, and duly passed to approve the following items on the Consent Agenda:

1. Approve the minutes of the following BMA meetings: February 19, 2021 – Called Meeting, March 8, 2021 – Dog Park Workshop Session, and March 8, 2021 – Regular Meeting.
2. Approve the following bills for payment:

<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
98322-98431 AP	134,820.76		
98432-98439 AP	2,337.50		
98440-96467 AP	26,691.13		
98468-98484 AP	42,049.76		
98485-98492 AP	10,014.66		
98493-98498 AP	56,942.23		
98499-98505 AP	51,973.19		
98506-98510 AP	38,258.48		
98511-98516 AP	43,352.56		
98517-98526AP	2,499.97		
98527-98535 AP	4,017.14		
98536-98538 AP	135,196.04		
98539-98584 AP	105,759.57		
	653,912.99		
61947-62024 AP		261,058.44	
62025-62036 AP		20,577.57	
62037-62043 AP		23,186.20	
62044 AP		335.42	
62045-62047 AP		31,028.65	
62048-62052 AP		42,024.36	
62053 AP		2,976.50	
62054-62057 AP		23,904.85	
62058-62063 AP		2,486.10	
62064 AP		102.00	
62065 AP		1416.05	
62066-62080 AP		13,649.68	
		422,745.82	
9132-9149 AP			17,123.64
9150 AP			140.00
9151-9153 AP			4,002.04
9154-9155 AP			6,151.13
9156 AP			268.09
9157 AP			2,879.89
9158 AP			140.00
9159 AP – VOID			
9160-9163 AP			530.43
			31,235.22

3. Approve the following Operations Manager Report:

The Street Department completed construction of the foot-bridge at Mill Springs Park. The foot path on the Mill Spring side was also torn out and re-paved. The merchants and residents in this area were all extremely happy to see this project completed.

I continue to meet weekly with Don Bacon on the JRT project. He continues to make great progress. We are continuing to wait for updated plans from the architect in order that they can be approved by the State Fire Marshall's Office in Nashville. This is an important step in the process of completing the project. Summers Taylor has set a schedule of May to start the concrete work at Lincoln Park. Malcolm has met with their site supervisor to coordinate some additional work in order that they can begin their work.

I am continuing to work with Luke Cole at the Water Treatment plant to make repairs and improvements as needed in preparation for our TDEC survey scheduled for June. We are making real progress in completing these upgrades. I participated in a meeting with staff and representatives from the Parks and Recreation Advisory Board on the RV park. As you are aware, we have since determined that this is just not a suitable site for an up-to-date RV park due to the large amount of rock that is just under the surface in this area. We need to find a suitable site to relocate this park.

I have worked with Malcolm and Todd Wood on the turn lane project on West Jackson Boulevard. We have finalized the plans and hope to start working on this project in the next couple of weeks.

I have also been working with Malcolm on the retaining wall at Wetlands. We have discovered that this retaining wall has been compromised and are concerned about the safety of the wall and whether it will last another season.

We have already removed some of the landscaping in front of the current wall to prepare the site for construction. I did not have time to get pricing for you for the wall prior to the April BMA meeting. Once we have the pricing, I feel we should do what we can to fund this project.

I have spoken with Johnny Deakins about paving Main Street for the Town. He stated he had some work he had to complete prior to coming to Jonesborough. I am hoping we have this project completed by the end of the current fiscal year.

I will begin meeting with the Department Heads the week of April 12 for the purpose of working on the budget for fiscal year 2021/2022.

4. Approve the following Committee Reports: Historic Zoning Commission and JRT Board of Directors.
5. Approve the following Supervisor Reports: Fire Department, MBM Outreach Program Director, McKinney Center, Building Inspector, Water Distribution, Police Department, Visitor Center and Facilities Rental Manager, Events Coordinator, Water Treatment Plant, Senior Center, Director of Tourism and Main Street, Solid Waste and Recycling, Website Manager, Animal Control, and Street Department.
6. Accept the retirement of Terry Alexander, Website Maintenance Coordinator, with the effective date of June 11, 2021, with 12 years of service to the Town.
7. Accept the resignation of Dustin Fleming as a Public Safety Officer in the Police Department with the effective date of April 1, 2021, and appoint Mr. Fleming as a Police Reserve Officer.
8. Approve the appointment of Nora Davis to the Marketing and Promotions Coordinator position at Grade 10 Step 1 (\$33,067), subject to all pre-employment screening being met.
9. Approve the appointment of Morgane Smith to the position of Options Counselor at the Senior Center, with salary and benefits being covered by the First Tennessee Area Agency on Aging and Disability, and subject to all pre-employment screening being met.

10. Approve the appointment of Sarah Norton to the Administrative Assistant position at Grade 8 Step 1 (\$29,992), subject to all pre-employment screenings being met.
11. Approve the appointment of Jeffery Platt to the Parks and Recreation Maintenance Worker I at Grade 1 Step 1 (\$21,315), subject to all pre-employment screenings being met.
12. Approve the appointment of Dillon Stout as the 2021 Seasonal Water Park Director at Grade 13 Step 1 (\$18.40 per hour), from April – September, 2021, and subject to successful completion of all pre-employment requirements.
13. Approve the appointment of Brian Atkins as a Water Worker I in the Water Distribution Department at Grade 1 Step 1 (\$21,315), subject to all pre-employment conditions including WorkSteps.
14. Approve the appointment of Taylor Trantham as a Water Worker I in the Water Distribution Department at Grade 1 Step 1 (\$21,315), subject to all pre-employment conditions including WorkSteps.
15. Approve the appointment of Matthew Bright as a Water Worker I in the Water Distribution Department at Grade 1 Step 1 (\$21,315), subject to all pre-employment conditions including WorkSteps.
16. Approve the transfer Mitchell Roth from his current position as a part-time Water Treatment Plant Operator I (non-certified), to full-time status at his current Grade 7 Step 1 (\$28,564), with eligibility for an increase in the FY2021-2022 budget and that Mr. Roth obtain his Water Treatment Operator I certification within 18 months.
17. Approve the appointment of Susanne Deakins-Quaintance as the Senior Center Program Coordinator at Grade 2 Step 2 (\$23,052), subject to all pre-employment conditions being met.
18. Approval of returning employees for the 2021 Wetlands Water Park Season, as follows:

<u>Employee</u>	<u>Title</u>	<u>Rate of Pay</u>	<u>Grade</u>
Garrett Bray	Seasonal Manager	\$10.00 p/hour	6
Austin Barnett	Seasonal Manager	\$10.00 p/hour	6
Leigh Ann Ornduff	Head Lifeguard	\$8.75 p/hour	5
Colton Estep	Head Lifeguard	\$8.75 p/hour	5
Ashton Church	Café Supervisor	\$8.75 p/hour	5
Sarah Garland	Customer Service	\$7.68 p/hour	2
Breanna Mauk	Lifeguard	\$8.00 p/hour	4
Bailey Day	Slides	\$7.46 p/hour	3
Treyson Marler	Café	\$7.91 p/hour	2
Riley Gunther	Slides	\$7.46 p/hour	3
Donta Hackler	Café	\$7.46 p/hour	2
Patty Rosenbaum	Customer Service	\$8.66 p/hour	2
Taylor Miller	Slide Attendant	\$7.91 p/hour	3
Emma Waddle	Slide Attendant	\$7.46 p/hour	2
Caleb Young	Head Life Guard	\$8.75 p/hour	5
Caleb Head	Café	\$7.46 p/hour	2
Rylan Harrison	Café	\$7.46 p/hour	2
Shelby Barrett	Slide Attendant	\$7.46 p/hour	3
Caitlynn Bales	Slide Attendant	\$7.46 p/hour	3
Hannah Matthews	Slide Attendant	\$7.46 p/hour	3
Spencer Walsh	Admin. Assistant	\$9.00 /hour	6

19. Approve the appointment of Jerry Davis as a Mechanic III in the Fleet Maintenance Department at Grade 8 Step 12 (\$41,516), and placed in the six-month orientation period.
20. Approve the Website and Marketing Specialist job description with the entry level of Grade 10.

**TOWN OF JONESBOROUGH
JOB DESCRIPTION
WEBSITE AND MARKETING SPECIALIST**

GENERAL DESCRIPTION: Performs a variety of marketing tasks with the main focus on website management. Oversees the functionality of the Town's four websites, evaluates and manages website performance, facilitates hosting and server management, and develops, maintains, and updates website content. This employee works under the general supervision of the Tourism & Main Street Director.

ESSENTIAL FUNCTIONS OF THE JOB:

- Works cohesively with the Tourism and Main Street Director and the Marketing and Promotions Coordinator to create and execute marketing efforts.
- Manages content on the Town's civic site, tourism site, Wetlands Water Park, and the McKinney Center websites
- Develops, reviews, and integrates new web pages, graphics, and elements.
- Monitors and reports on website traffic and Google Analytics.
- Manages all content on Google Calendar.
- Oversees form registration software used for all job applications, forms, event submittals, etc.
- Archives all website content in an organized and easily retrievable manner.
- Assists with scheduling zoom meetings for Town Hall Administration.
- Assists with livestream of Board of Mayor and Alderman meetings.
- Assists with social media content creation as required.
- Provides public relations and marketing support as required.
- Researches and evaluates new web technology, products, and specialized hardware and tools to optimize development and functionality of websites and applications.
- Works with team members to create graphics and execute design decisions.
- Publishes content maintaining continuity of themes, streamlining navigation and increasing online presence.
- Makes recommendations on software/hardware purchases.
- Educates departments on uses of web technologies.
- Researches and makes recommendations to increase website efficiency and use for residents and tourists.
- Performs troubleshooting and technical support for websites.
- Provides creation, modification, analysis, or optimization of a design.
- Provides support for special events.

- Provides staff support for the Main Street program.
- Assists with marketing and promotion for town events and community events.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES: Knowledge of computer software applications, web-based design programs, marketing, design and communications, Google analytics, and Search Engine Optimization; ability to apply Town policy and procedure to a wide variety of tasks; maintain on-going record keeping; establish and maintain effective working relationships with other employees, consultants, and the general public; good attention to detail, creativity, and knowledge of information technology.

ACCEPTABLE EXPERIENCE AND TRAINING: Must possess a bachelor's degree in web design, computer science, marketing, public relations, journalism, communications, business, or closely related field; and three years of related experience; or any equivalent combination of experience and training which provides the required knowledge, skills, and abilities. Experience or training in website development, photography, journalism, or graphic design is a plus.

OTHER REQUISITES: From time to time the incumbent may be assigned special duties by a superior or, temporarily, may be asked to assist other employees occupying a different position. Employees in this class may be required to work overtime, weekends, holidays, and maybe in an on-call status from time to time. This job description should not be construed as an all-inclusive statement of every task required of this position but as a fair representation of the majority of the work.

ADA REQUIREMENTS:

Physical Requirements: Tasks are essentially sedentary, with occasional walking, bending, light lifting, or other restricted physical activities. However, some tasks may require some physical effort, i.e., some standing and walking or frequent light lifting (5-10 lbs.); or minimal dexterity in the use of fingers, limbs, or body in the operation of shop or office equipment. Tasks involve extended periods at the computer.

Environmental Requirements: Tasks are regularly performed without exposure to adverse environmental conditions.

Sensory Requirements: Tasks require visual perception and discrimination. Tasks require oral and written communication skills. Tasks require color perception and discrimination.

Reasonable Accommodation(s): Reasonable accommodation(s), if needed will be provided for the employee to perform the required job with adequate strength, dexterity, coordination, and visual acuity and in a manner that does not pose a direct threat to the health or safety of the employee or others in the workplace.

**Classification: Grade 10 (Full-Time)
Non-Exempt
April 12, 2021**

21. Approve the Snow Hut Agreement for the 2021 Wetlands Water Park season with David "Gene" Loyd.

***TOWN OF JONESBOROUGH
2021 SNOW HUT CONTRACT***

The Town of Jonesborough issues this contract to:

David E. "Gene" Loyd
720 Opie Arnold Road

Limestone, TN 37681

The Parties agree to the following terms:

1. USE: Contractor is licensed to sell Snow Hut Snowballs.
2. CONTRACTED AREAS: For the purposes defined in Paragraph 1, Contractor will use the areas specifically described as 10' X 10' Portable Building (white on white) to be located in the area above the sand volleyball court.
3. FEES: Contractor shall pay 20% of gross sales less applicable sales tax to the Town Recorder or an authorized designee on or before Monday of the week following generation of sales (Monday-Sunday). If the fee is not paid on time, the Contractor agrees to pay all costs that the Town incurs in collecting the fees including but not limited to attorney and court cost. Contractor is responsible for collecting and remitting to the State of Tennessee Department of Revenue applicable sales tax on all Snow Hut sales.
4. INSURANCE & INDEMNITY: Contractor shall hold the Town harmless from any liability to personal injuries or property damage resulting from the Contractor's occupancy of the contracted areas described in Paragraph 2, the use of the contracted areas or equipment as described in Paragraph 1, or the sale of any product including the sale of "snowballs". Contractor agrees to maintain a liability insurance policy with minimum limits in an amount no less than \$700,000.00 and shall have the Town made an additional insured on the policy. Contractor will provide certified copies of the policy and the endorsement making the Town an additional insured under the policy to Town prior to the opening of the Season.
5. CONTRACTOR STATUS: The Contractor is considered by all parties to be an independent contractor. All persons employed by Contractor shall be the Contractor's agents and employees only.
6. ILLEGAL USE: Contractor shall not permit any offensive or illegal use of the contracted areas.
7. ASSIGNMENTS: Contractor may not assign this contract or transfer any interest in this contract without the prior written consent of the Town. The Town agrees to not arbitrarily withhold its consent. Any assignment or transfer made without written consent shall be null and void.
8. IMPROVEMENTS: No improvement(s) shall be made to the contracted areas without the prior written consent of the Town. Upon abandonment or termination of this contract, the Contractor shall remove all personal equipment and supplies within a reasonable period of time (one week) and shall restore contracted areas to their original condition. If Contractor fails to remove any such items in a reasonable period of time they shall become the property of the Town. That will not, however, relieve Contractor of liability for the cost of their removal and restoration of the site. Removal of items will occur during times that the park is not open to the public or rented by private parties.
9. MAINTENANCE: Contractor shall maintain the contracted areas to standards of orderliness, sanitation and safety as may reasonably be required by the Water Park Director or the Town.
10. COMPLIANCE WITH LAWS: Contractor, in exercising the privileges granted by this contract, shall comply with all applicable Federal, State, County, and municipal laws, ordinances, or regulations. It will be the Contractor's responsibility to possess knowledge of all Health Department regulations governing operation of food service establishments.
11. TERMINATION: The Town may terminate this contract immediately if Contractor breaches any of the terms of this contract or for good cause. Either Party may terminate this contract without cause by giving written notice to the other at least thirty (30) days before the effective date of termination.

12. PARKING: The Town shall restrict all parking of vehicles to areas approved by the Water Park Director.

13. USE BY OTHERS: This contract shall not be exclusive. The Water Park Director reserves the right to permit private, evening facility renters to bring outside food into the park or to have the event catered. This will be permitted only after the renter and the Contractor have been provided an opportunity to discuss "in-house" food service options. The park renters shall ultimately have the opportunity to choose their particular food service provider.

14. CONTRACTOR'S EMPLOYEES, AGENTS, AND SUB-CONTRACTORS: Contractor, in the exercise of this contract, shall require that his/her employees, agents, subleases, contractors, subcontractors and their employees shall comply with all of the terms of this contract, and the Wetlands Water Park rules. Any individual or group associated with Contractor shall conduct themselves in a professional manner, and shall abide by all Water Park rules that are applicable to the patrons of the facility. Any obstruction of normal park operation by the Contractor, agents, employees, or other associated with the Contractor will result in potential dissolution of this contract.

15. SALE OF BUSINESS: If the Contractor sells its business during the operating season, the buying party will be allowed to continue the Contractor's sno-ball operation throughout the current season subject to the Town's right of cancellation contained in Paragraph 11 of this contract and subject to the Town's prior written consent approval of such sale. The Town agrees to not arbitrarily withhold permission for the buying party to continue to operate the Contractor's business if the Town is satisfied the buying party has a reputable business reputation and appears fully capable of fulfilling the terms of this contract.

16. CHANGE OF NAME: The Contractor may change operating name listed in this agreement subject to the approval of the Jonesborough Board of Mayor and Aldermen.

17. PERIOD: This contract shall begin on May 1, 2021 and end on September 30, 2021.

18. ADDITIONAL REQUIREMENTS:

Snow Hut – David Gene Loyd (Contractor) will operate and provide New Orleans style sno-balls during the 2020 season when the park is open. At a minimum, the Contractor will operate and provide New Orleans style sno-balls between the hours of 12:00 noon and 6:00 p.m. as long as the park is open. The Contractor also agrees to remain open during Town sponsored after-hour parties at no additional cost to the Town.

The Contractor agrees to sell its product during after-hour corporate parties if requested by the person or organization sponsoring the party and if this same organization guarantees the Contractor \$50.00 in revenue for each hour of operation.

Contractor will close during periods of inclement weather when the park is closed or closing early.

Contractor must comply with all Health Department Rules and Regulations.

Contractor must maintain a neat appearance in front of and directly around the booth.

Contractor will be responsible for emptying of trash receptacles located around the booth.

Recreation employees will provide all grounds maintenance and general park clean-up.

There will be no shared employees. Both Wetlands and the Contractor will provide adequate independent coverage.

Contractor will be provided an area to exclusively market and sell Contractor's product.

Contractor will need to make arrangements for security of cash on hand, as well as, for security of employee personal belongings.

Wetlands will provide tube and admission cashiers, aquatic personnel, park greeters, general facility maintenance employees, grounds maintenance personnel, customer service representatives, and on-site supervisors of personnel.

Wetlands will handle all park scheduling that includes Private Parties, Birthday Parties, Special Events, and Explorer Programs. When Private Parties and Birthday Parties are scheduled, the park scheduler will inform Contractor of upcoming events.

Contractor will be responsible for removal of the booth at the end of the season including all associated products and equipment. If this relationship is successful, and with the Town's approval, Contractor may elect to leave their semi-permanent, metal building on site during the off season. This building will not be considered fixed property and will remain the property of the Contractor.

Contractor is not required to insure Town owned buildings with the contract agreement.

The Town of Jonesborough will require a copy of a daily gross sales receipt, which will be included with each weekly payment.

Pending a successful operating season as determined by both the Contractor and the Town, the Contractor will have the first option to contract the Snow Hut concession each year thereafter.

19. OTHER TERMS: _____
CONTRACTOR _____

_____ Date: _____
DAVID GENE LOYD

TOWN OF JONESBOROUGH
BY: _____ Date: April 12, 20

CHUCK VEST, MAYOR
ATTEST: _____

ABBEY MILLER, TOWN RECORDER
APPROVED AS TO FORM: _____

JAMES R. WHEELER, TOWN ATTORNEY

22. Declare old, used and outdated fire equipment as surplus in order for the equipment to be destroyed, as follows:

- 3 – Cardiac Science Automatic External Defibrillators (AED) units
- 1 – MSA Thermal Imaging Camera
- 10 – Water Extinguishers
- 12 – Air Bottles
- 1 – Dump Tank
- Miscellaneous Equipment from old Engine 104
- Emergency Equipment from old Brush Truck 108

23. Approve additional cost of \$5,653.00 from the FY21 Capital Expense Fund for the purchase of a 2021 Ford F-450 Water Distribution service truck for a total amount of \$57,653.00.

24. Approve the TDOT Local Government Guidelines Form 1-2, version March 9, 2018, as part of the TN Department of Transportation (TDOT) traffic signalization project at the intersection of Jackson Boulevard and Tiger Way.

25. Approve the bid from Performance Food Service (formerly Reinhart Foods) to supply food and janitorial items for the 2021 Wetlands Water Park Season.

26. Declare the 2002 Peterbilt frontloader garbage truck as surplus and authorize approval to sell on GovDeals.

The next item on the agenda was the approval of the Financial Report. Motion was made by Alderman, seconded by Alderman and duly passed to approve the Financial Report as presented. Mayor Vest said the Town's sales tax revenue still looks strong and asked the Aldermen if they had any comments. There being none, Alderman Causey made the motion to approve the Financial Report as presented, seconded by Alderman Callahan, and duly passed.

Communications from the Mayor was the next item on the agenda. Mayor Vest announced the Town's Arbor Day Celebration will be held Tuesday, April 27, 2021, at 11:00 a.m. at the Adrinna Woods Arboretum and read the following proclamation:

INSERT PROCLAMATION

Mayor Vest read the following letter he received from Patricia Hale: *I want to share with you the wonderful experiences that I've had with the Jonesborough Police and Street Departments. I live on Boones Creek Road in the 30-mph area between 11-E and Newman A/C. Since the speed limit decreased over 3 years ago, drivers still continuously speed through this area at high rates of speed. This gets very old to say the least. I've recently contacted Police Chief Ron Street and Director of Streets, Malcolm Highsmith, regarding this matter and what measures can be taken to help reduce speeding in this area. Both gentlemen not only took my concerns seriously but most importantly they put their words into action. This means a lot to a citizen such as myself. I would like to formally thank Police Chief Ron Street, all of the Police Officers, and Director of Streets, Mr. Malcolm Highsmith. They are doing great work for our fine city.*

Mayor Vest commented that the foot-bridge at Mill Spring Park looks great, and thanked staff for their hard work and efforts in getting that project completed. Mayor Vest announced that Summers-Taylor has set a schedule to start the concrete work at Lincoln Park in May which will help in getting that project moving forward.

Mayor Vest said he would like to appoint the following people to the Keep Jonesborough Beautiful Committee: Mark Merriman, Erica Malpass, Sandy Countermin, and Terry Countermin. He asked the Aldermen if they had any comments. There being none, Alderman Dickson made the motion to appoint Mark Merriman, Erica Malpass, Sandy Countermin, and Terry Countermin to the Keep Jonesborough Beautiful Committee, seconded by Alderman Causey, and duly passed.

Mayor Vest asked William Foster to come forward to accept the Employee of the Month Award. Mayor Wolfe read the following:

I am recommending William Foster for Employee of the Month. William has been with the Town of Jonesborough for over 18 years. His experience allows him to work in nearly any aspect within our Sewer Collection System. What stands out about him is his commitment to his job, fellow co-workers, and family. He is a single parent, primary care giver for his mother, and often one of the first people to volunteer to complete tasks outside of his normal duties. He consistently responds to emergency situations after hours, and always follows through with his responsibilities. His time management and ability to adapt to his surroundings is impressive. William is a valued member of our team and well-deserving of the honor of Employee of the Month.

Submitted by: Cobern Rasnick, Director of Environmental Services/Wastewater

Mayor Vest asked William Foster if he would like to comment. William Foster said he appreciates everyone because they have been so good to him since he started working for the Town.

Alderman Communications was the next item on the agenda. Mayor Vest asked the Aldermen if they had any comments. Alderman Causey asked that everyone remember the family of Norman Francis upon his passing; Mr. Francis was a former Town Recorder, Alderman, and Volunteer Fire Chief. Ms. Causey said Norman dedicated a lot of years of service to the Town.

Alderman Dickson announced a workshop, "Useable Past: Achieving Inclusive Regional Development", which is a collaborative effort with the McKinney Center, the Heritage Alliance, the Langston Center, and ETSU Africana Studies. He said the on-line workshop begins at 9:00 a.m. and goes through 10:30 a.m., on Thursday, April 29, 2021, and registration for the Zoom link is at McKinney Center.com. Alderman Dickson said the speakers will be Alicia Phelps – Executive Director of North East Tennessee Tourism Association (NETTA), William Isom – Director of Black in Appalachia, Candance Forbes-Bright – Assistant Professor of Sociology and Anthropology at East Tennessee State University (ETSU), Dr. Daryl Carter – Director of the Africana Studies program at ETSU, and Jules Corriere - Mary B. Martin Outreach Program Director – McKinney Center who will moderate the Q&A session following the presentations. Alderman Dickson said the conversations from the April event will continue in a second Useable Past Workshop scheduled to be held on Thursday, May 27, 2021.

Alderman Countermine announced a Keep Jonesborough Beautiful clean-up day event will be held from 8:00 a.m. – 12:00 noon, Saturday, May 8, 2021, and that a big truck will be parked in the Food City parking lot for the collection of e-waste material.

Mayor Vest said Lowe's, Inc. is awarding grants and encouraged staff to apply for assistance with landscaping along Boone Street. He said that Boone Street is the gateway into downtown and needs some attention. Glenn Rosenoff said he had just recently seen the landscape design plans for Boone Street and will look into the Lowe's Grant.

Town Attorney Comments was the next item on the agenda. Town Attorney Jim Wheeler said he had one item with several parts to discuss with the Board. Attorney Wheeler said District Attorney General Ken Baldwin was present for tonight's meeting. Mr. Wheeler said in 2017 a lawsuit was filed by a number of area District Attorney Generals known as the Drug Dealer Liability Act (DDLA) to hold manufacturers of opioids responsible for some of the damages that Jonesborough, Washington County and Johnson City, as well as other area governments, have incurred over the years. He said the DDLA lawsuit has been pending in Sullivan County Circuit Court in front of Chancellor E.G. Moody and has moved along. Attorney Wheeler said the Tennessee Supreme Court ruled that the District Attorneys could not be the parties, as listed in the beginning, and the governmental entities would have to become the parties in the suit. Mr. Wheeler said Washington County has already adopted a similar resolution and retainer agreement with the law firm of Branstetter, Stranch and Jennings (BS&J), PLLC. He said the municipalities and counties are being substituted as parties, and District Attorney General Ken Baldwin has agreed to stay on as one of the attorneys in the litigation. Attorney Wheeler said in his opinion there are two advantages to the Town and other entities in joining the suit; one is if there is a settlement, it will come back to the Town as the client, and it will come back for approval by the Town. He said the second thing is the Town will govern the recovery of its monies as opposed to someone else doing that. Attorney Wheeler gave the BMA a caveat to that which is that the State Attorney General Herbert Slatery, whose office is not affiliated with our District Attorney General, has submitted legislation that would seize the right of this litigation to the State and would give municipalities and counties about fifteen percent (15%) of their recovery, and the State would control the remaining percentage.

Attorney Wheeler said the BMA would not have time to meet and adopt a Resolution against the legislation, and encouraged Board members to individually speak to our State elected leaders of their opposition to the proposed legislation submitted by State Attorney General Slatery. Mr. Wheeler said it is his understanding that some of the legislators are already opposed to the proposed legislation, but it is important that they hear from Board members voicing that they believe they would be

better judges of what should be done with the damages the Town would receive as opposed to some committee appointed by legislative leaders. He said he is strongly encouraging Board members to get in touch with State Legislators and Governor Bill Lee to encourage them to consider opposing that legislation.

Attorney Wheeler said he is asking the BMA to add two items to the agenda. One is the Resolution in support of the lawsuit in general, and the second is the retainer agreement to hire the law firm of Branstetter, Stranch and Jennings, PLLC (BS&J), who is the law firm representing the District Attorney Generals and now represents Washington County. Attorney Wheeler said in the retainer agreement the Town would not be responsible for any of the costs. He said the costs are incurred initially by BS&J, and unless they are successful in the suit, they don't get the costs back, and it is a significant amount of money they are putting up front. Attorney Wheeler said if the municipalities and counties win, BS&J will seek attorney fees from the defendant as a separate matter/issue in the damages. Mr. Wheeler said BS&J will try to get their fees assessed separately, but if they aren't able to do that, then they would receive 25% of the Town's recovery. Attorney Wheeler said this received very little discussion at the County level, other than to agree that joining the suit is a good thing. Mr. Wheeler said if the Board members had any questions, he would be glad to answer them. Attorney Wheeler said the latest development is that last week the Judge ruled in favor of the municipalities and counties with respect to liability, and found the pharmaceutical companies liable. He said that is largely because of the way the pharmaceutical companies have handled the litigation and some of the things they have done that were under-handed; the Judge awarded a default judgement and set a trial date in July, 2021, for damages, and there is a possibility that could get postponed. Attorney Wheeler said likely whatever happens will go up on appeal and could take a while, but it is a huge hurdle they had to overcome in getting the Judge to find the defendants liable.

Attorney Wheeler introduced District Attorney General Ken Baldwin who addressed the BMA. DA Baldwin said that BS&J has put together a great case and has worked on it for four years. Mr. Baldwin said the law firm has put \$5,000,000 of its own money into this Drug Dealer Liability Act case. He said that the way this case is probably going to occur, and has occurred in other parts of the United States, is once the pharmaceutical companies get to trial, they settle. Mr. Baldwin said there was a case in Ohio recently in which they spent one week picking a jury, the trial was to start on Monday, and the pharmaceutical company settled on Sunday night. He said the tactical thing pharmaceuticals do is to try and delay going to trial as long as they can. Mr. Baldwin said we are at that point after four years now. Mr. Baldwin said BS&J has put \$5,000,000 in this suit, and they are ready to go to trial because of the under-handed way in which the pharmaceutical companies have handled this case thus far. He said one of the issues of the case is, "are you liable?", and that has been granted in a default judgement and is not an issue anymore. Mr. Baldwin said the only other issue is damages and that is a huge hurdle and most of the discovery has been targeted to the liability issue and that is now settled. He said there may be appeals if we have a trial, but if we settle, there will not be an appeal, and that could occur relatively quickly, just as it did in Ohio. Mr. Baldwin said the legislation that State Attorney General Herbert Slatery is supporting would give cities, towns, and counties in the lawsuit only 15% of unrestricted monetary damages that might be awarded; the potential new law would give the state unrestricted control over 85%. DA Ken Baldwin reiterated what Town Attorney Jim Wheeler stated to the Board members encouraging them to contact local state legislators and register their opposition to any legislation that would give the state authority to "usurp" the lawsuit. District Attorney Baldwin said right now if we settle, municipalities and counties will get 100% of the damages, and not only that, they will get to decide where and how their money is spent. He said Jonesborough would identify what they need here so that will be decided by the BMA and give the Board control over whether you are going to approve any settlement which would be solely up to Jonesborough and not take away those controls as would happen under this proposed legislation. Mr. Baldwin said he would be glad to answer any questions Board members may have. Alderman Countermine asked if any pharmaceutical company had declared bankruptcy. Ken Baldwin said two pharmaceuticals have, but Endo has not. Mr. Baldwin said Endo has just purchased another pharmaceutical company, and they

are very liquid right now. He said they do not expect Endo to declare bankruptcy given their present circumstances. Mayor Vest said he feels the control needs to remain with municipalities and counties, and we don't need the State to step in at the end to tell everybody how to spend the money and whether to accept something or not.

Attorney Wheeler asked that the Resolution and Retainer Agreement with BS&J be added to the Board agenda with one motion, and then the Resolution and Retainer Agreement would need separate motions for approval. Mayor Vest called for a motion to add the Resolution and Retainer Agreement to the Board agenda and asked the Aldermen if they had any questions. There being none, Alderman Countermine made the motion to add the Resolution and Retainer Agreement to the BMA agenda, seconded by Alderman Callahan, and duly passed.

Mayor Vest called for the motion to approve the Retainer Agreement with Branstetter, Stranch & Jennings, PLLC, and Ken Baldwin, District Attorney for the 1st Judicial District, for legal services representing the Town in the opioid lawsuit filed on behalf of the Town of Jonesborough, Tennessee, and asked the Aldermen if they had any comments. There being none, Alderman Callahan made to motion to approve the Retainer Agreement with Branstetter, Stranch & Jennings, PLLC, and Ken Baldwin, District Attorney for the 1st Judicial District, as presented, seconded by Alderman Causey, and duly passed.

Mayor Vest called for the motion to approve the Resolution in Support of the Drug Dealer Liability Act Lawsuit and asked the Aldermen if they had any questions. There being none, Alderman Dickson made the motion to approve the Resolution in Support of the Drug Dealer Liability Act Lawsuit as presented, seconded by Alderman Causey, and duly passed.

INSERT RESOLUTION

Citizens Comments was the next item on the Agenda. Mayor Vest asked if there were any citizens present who wanted to address the Board. Ruth Verhegge, 601 West Main Street, expressed her sincere appreciation and thanks to everyone who supported the Paws In Blue (PIB) fundraising event held on Saturday, April 10th, at the Storytelling Center. Ms. Verhegge said the event raised over \$6,000, and the PIB Board has begun planning for next year's event.

Carol Salinas, 303 West Main Street, said the street light in front of her house, after being out for 15 months, has finally been fixed by BrightRidge and is working now.

Town Attorney Jim Wheeler introduced Allyson Wilkinson, Attorney for Washington County, who was in attendance at the BMA meeting.

The first item under Old Business was second and final reading of an Ordinance rezoning certain property on Boones Creek Road from R-4 (Transition Residential District to PRD (Planned Residential District). Mayor Vest asked the Aldermen if they had any comments. There being none, Alderman Callahan made the motion to approve on second and final reading the Ordinance rezoning Parcel 68.00, Washington County Tax Map 52, from R-4 (Transition Residential District) to PRD (Planned Residential District), seconded by Alderman Dickson, and duly passed.

The first item under New Business concerned the Tennessee Consolidated Retirement System (TCRS) Employer Contribution Rate Certification for Fiscal Year 2021-2022. Mayor Vest said the staff recommendation was to continue to pay the contribution rate of 7.00% and asked the Aldermen if they had any questions or comments. There being none, the motion was made by Alderman Causey, seconded by Alderman Callahan, to approve the TCRS Employer Contribution Rate Certification for FY21-22 at 7.00%. The motion was duly passed.

The next item on the agenda was a Memorandum of Understanding regarding the retirement of K-9 Loki, due to his age and deteriorating health, and the transfer of

Loki's ownership to his handler Dustin Fleming. Mayor Vest asked the Aldermen if they had any questions. There being none, Alderman Countermine made the motion to approve the Memorandum of Understanding with Dustin Fleming detailing the transfer of ownership associated with the permanent retirement of K-9 Loki and the canine's future care. Alderman Callahan seconded the motion, and it was duly passed.

INSERT AGREEMENT

The next item on the agenda was approval of a Special Event Request from Goose Chase Organization to hold a Sorcerer's Sprint one mile run on Saturday, July 31, 2021, beginning at 7:00 p.m. Mayor Vest said there was a modification to the original request that was received by staff today and asked Town Administrator Glenn Rosenoff to address this change. Glenn Rosenoff said staff received a revised map changing the course of the Sorcerer's Sprint one mile run. Mr. Rosenoff said Police Chief Ron Street has reviewed the map of the proposed new course. Chief Street addressed the Board and said the race will begin at 1st Ave, progress down the walking trail, and return back to 1st Ave., and he feels this new course is better safety-wise than the original course. Karen Hobbs, representative of the Goose Chase Organization, addressed the BMA and said the Sorcerer's Sprint is a Harry Potter theme race celebrating his 20th Birthday on Saturday July 31st, and they are excited to be in Jonesborough. Ms. Hobbs said they hope to have a lot of participation, especially children. She said she has been working with Events Coordinator Melinda Copp on some after race functions at the downtown restaurants. Mayor Vest asked the Aldermen if they had any questions or comments. Attorney Jim Wheeler said the approval of the event should be subject to approval of insurance by the Town Attorney. Alderman Causey said Washington County is second in the State of Tennessee in regards to the number of Covid-19 cases going up and asked that staff monitor the Covid case rates on all special events, and if they sky-rocket, the event should be cancelled. Mayor Vest asked if there were any further comments. There being none, Alderman Causey made the motion to approve the Special Event Request from Goose Chase Organization to hold a Sorcerer's Sprint one mile run on Saturday, July 31, 2021, beginning at 7:00 p.m., subject to the approval of insurance and the Hold-Harmless Agreement by the Town Attorney, and subject to CDC Guidelines. Alderman Countermine seconded the motion, and it was duly passed.

The next item on the agenda was approval of a Preliminary Water Planning Engineer Report with GRW Engineering related to water system improvements for a lump sum amount of \$25,000. Mayor Vest asked the Aldermen if they had any comments. There being none, Alderman Countermine made the motion to approve a Preliminary Water Planning Engineer Report with GRW Engineering for a lump sum amount of \$25,000, seconded by Alderman Callahan, and duly passed.

The next item on the agenda was first reading of an Ordinance amending the Planned Residential Development (PRD) District Regulations. Mayor Vest asked Town Administrator Glenn Rosenoff to address the BMA in regards to the amendment. Glenn Rosenoff said that this is the first phase of addressing parking issues that have been discussed by both the Planning Commission and BMA for months. The amendment addresses giving the Planning Commission more minimum standards of review such as requiring a comprehensive parking plan and a minimum depth of 20 feet for driveways to accommodate vehicles.

Mayor Vest asked if this gives the Planning Commission some flexibility to work with the developer on rear setbacks. Mr. Rosenoff said it does. He said the Planning Commission can approve or deny setbacks, and this opens up an opportunity to talk about setbacks. Mr. Rosenoff said he has seen a couple of developer plans, and some already meet this standard or they are willing to go with this standard. He said this also gives Planning Commission the ability to negotiate the setbacks and/or driveways because the further you go back on the front, the less you are on the rear setbacks. He said there should be plenty of space to accommodate what we need to accommodate. Mayor Vest said he feels the 20 feet in the front is minimum which gives a two-car garage and two cars in the driveway, and four vehicles should be sufficient for a home.

Alderman Countermine asked if the new PRD plans require parking at additional parking areas. Glenn Rosenoff said he has seen plans that have the additional parking spaces. Alderman Countermine asked if the problem in Mill Creek Subdivision had been resolved. Glenn Rosenoff said he feels they have solved the communication issues, and the residents seem to be more in favor of no overnight parking. Alderman Causey asked if the two new subdivisions that were just rezoned are going to be under the new regulations. Glenn Rosenoff replied that they are. Mr. Rosenoff said the developers seem to be very much in line in wanting to do a very harmonious development with the Town. Attorney Wheeler said from a legal standpoint because we were already in the process of changing the ordinance, the developer was not grandfathered in when they were zoned PRD. Mr. Wheeler said he understands what the Town Administrator has explained to the developers regarding the zoning changes and that we do not anticipate any problems as far as enforcement is concerned.

Mayor Vest read the Ordinance caption, "An Ordinance Amending the Municipal Code of the Town of Jonesborough, Tennessee, to Amend Title 11, Planning and Zoning, Chapter 5, Section 11-512A, Planned Residential Development, Paragraph Number 3(o)", and asked the Aldermen if they had any further questions or comments. There being none, Alderman Countermine made the motion to approve on first reading an Ordinance amending Title 11, Planning and Zoning, Chapter 5, Section 11-512A, Planned Residential Development, by deleting Paragraph Number 3(o) in its entirety, and replacing it with a new Paragraph Number 3(o). Alderman Causey seconded the motion, and it was duly passed.

ORDINANCE NUMBER _____

AN ORDINANCE AMENDING THE MUNICIPAL CODE OF THE TOWN OF JONESBOROUGH, TENNESSEE TO AMEND TITLE 11, PLANNING AND ZONING, CHAPTER 5, SECTION 11-512A PLANNED RESIDENTIAL DEVELOPMENT, PARAGRAPH NUMBER 3(O)

WHEREAS, Sections 13-7-201 through 13-7-212 of the Tennessee Code Annotated provides the Town of Jonesborough, Tennessee with the powers and authority to enact local municipal zoning codes; and

WHEREAS, said sections provide a process for the amendment of local municipal zoning codes; and

WHEREAS, the Town of Jonesborough, Tennessee Planning Commission met on February 16, 2021 for the purpose of considering this ordinance amendment and recommended approval of the ordinance to the Board of Mayor and Aldermen; and

WHEREAS, the Town of Jonesborough, Tennessee Board of Mayor and Aldermen recognizes it to be in the best interest and to the best general welfare of the citizens of the Town of Jonesborough, Tennessee to address parking standards within Planned Residential Development; then

NOW THEREFORE BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Jonesborough, Tennessee that the Town of Jonesborough Municipal Code is hereby amending Title 11, Planning and Zoning, Chapter 5, Section 11-512A Planned Residential Development, by deleting Paragraph Number 3(o) in its entirety, and replacing it with a new Paragraph Number 3(o), and to read as follows:

(o) A comprehensive parking plan shall be required and approved by the Planning Commission. Residential streets designed with on-street parking in mind shall depend on (1) the width of the street; (2) the number of off-street parking spaces per household (includes a combination of garage and driveway spaces); (3) if shared parking for the development is part of the plan; and (4) parking being allowed on one or both sides of the street.

- (i) The parking spaces should meet the Town’s Zoning Ordinance as much as possible. The Planning commission has authority to approve modifications to the parking space dimensions and drive aisle widths where there is limited space and it can be shown that vehicles can still safely maneuver.
- (ii) The minimum depth of all driveways to the front of a garage parking spaces shall be a minimum of 20 feet and shall be shown on the parking plan. The depth must be adequate that vehicles will be self-contained within said space and that vehicles will not obstruct or encroach onto the paved public or private road, or any sidewalk.
- (iii) The Planning Commission, at its discretion, may accept alternative parking designs if the overall comprehensive plan can show that it addresses all on-street, off-street, and driveway parking details as described within this section.

Approved by the Planning Commission _____ February 16, 2021

Passed on First Reading _____ April 12, 2021

Public Hearing Held _____

Passed on Second Reading _____

Approved and Signed in Open Meeting _____
MAYOR

Attest: _____
TOWN RECORDER

Approved to as Form: _____
TOWN ATTORNEY

The next item on the agenda was a Resolution with USDA-Rural Development related to the Jackson Theatre Project. Mayor Vest asked Town Administrator Glenn Rosenoff to address this project. Glenn Rosenoff said that a budget estimate was created as part of applying to RD for additional funding to complete the Jackson Theatre. The Town received construction estimates from GRC, estimates on lighting and sound, and other equipment to complete the concessions portion of the design plans. The total budget estimate to complete the Jackson project is \$2,832,107.

INSERT RESOLUTION

Mayor Vest asked the Aldermen if they had questions or comments. Alderman Causey said she fully supports the Jackson Theatre project, but she feels the figures need to be explained more, like the details of other equipment. She said one memo says \$200,000 for the lighting, and if that leaves just \$30,000 for everything else that we have to have, then she doesn’t think we can do that. Alderman Causey said she doesn’t feel we can get the popcorn machines and everything that is in one of the memos for \$30,000. She said the Board is getting so many memos and feels they are contradictory and not consistent, and she feels the Board needs one document with a complete breakdown of the costs. Aldermen Causey said another thing is in regards to the architect; she knows Town Recorder Abbey Miller has a letter from the Architect stating there would be no more charges on the Jackson Theatre project. She said if there is an additional charge, she feels there should be another contract to see what the charges are for and to bring it back to the Board for approval. Town Administrator Rosenoff asked if Board members wanted a more simplified breakdown of each component, i.e., what does equipment really mean, in order to answer those questions that Alderman Causey is talking about. Mr. Rosenoff asked Board members if they

wanted to direct staff to work with the Town Attorney on the original architect contract, which has probably been about four years ago, and if there are any major departures from the original contract, to report back to the Board on that aspect as well. Alderman Causey said she would like to see all projected costs broken down in one memo because the way it is right now, one memo is on one thing and another memo is on another thing, and it is really very hard to follow. Mayor Vest agreed that he would like to see a more simplified breakdown and not be distracted by all the verbiage. Town Administrator Rosenoff asked if the Board felt comfortable with moving forward with the resolution to submit to USDA with the condition that he report back to the Board with a brief concise memo detailing the cost estimates to complete the theatre. Mr. Rosenoff said if not, he would definitely recommend giving him a time frame to get back to the Board to have a called meeting so that we can at least lock in a rate at that particular point. Alderman Causey said she felt we can move forward with the resolution, but the one item in particular she is questioning is in regards to the architect contract, which can be brought back to the BMA. Mayor Vest said we are not committing to all of the little details on the inside right now, we are just committing to proceed with the loan, and we can tweak the numbers as we need to. He said with him it is going to come down in the long run to the revenues once we get the Jackson Theatre open and how it's operated, because we need to operate it like a business. Mayor Vest asked the Aldermen if they had any further comments. There being none, Alderman Causey made the motion to approve the Resolution that the Board of Mayor and Aldermen is authorized and empowered to take all action necessary or appropriate to obtain for and on behalf of the Town of Jonesborough through the USDA a loan in a sum not to exceed \$2,832,107, and that the Town Administrator provide a simplified cost estimate and an update on the architect contract. Alderman Countermine seconded the motion, and it was duly passed.

The next item on the agenda was the acceptance of the retirement of Abbey Miller with the effective date of September 17, 2021, with nearly 20 years of service to the Town. Mayor Vest said our Town Recorder Abbey Miller has been so valuable and she deserves to retire with accolades. He said we certainly appreciate all of Ms. Miller's service with nearly 20 years to the Town. He said Abbey Miller has really made a difference in the Town, and he has always liked the fact she watches our dollars. He said the reason the Town is in a good strong financial position right now is because Ms. Miller has been a good steward over her 20 years of service. Mayor Vest said the Board is going to be challenged to bring somebody on that is just as talented and that works well with our Town staff, and it is important because we have a great team at Town Hall and they need to get along well. He said blending Glenn, Craig and Abbey and everybody else has been really strong. Mayor Vest said bringing someone in to replace Abbey is going to be a tall task, and we are going to meet that challenge just as we did with the retirement of Bob Browning. He said we cannot ever forget the valuable lessons and performance of Abbey Miller, because every year we get the auditors bragging on what Abbey does here for the Town. Ms. Miller said it is a team effort and she has been fortunate to have the support of the BMA and management throughout the years, she added that Jonesborough is truly a family, and she will miss so many people once she retires.

Town Administrator Glenn Rosenoff read his agenda presentation information, "Our Town Recorder Abbey Miller has announced her plans to retire effective Friday, September 17, 2021. Abbey has nearly 20 years with the Town and in the short amount of time that I have been Town Administrator here, she has been the consummate professional and a great team partner. Her desire to keep Jonesborough financially healthy is a testament to her strong and unselfish relationship with the Board of Mayor and Aldermen, the unique relationships we share with other organizations, and most of all, the employees, aka "Team Jonesborough".

Mayor Vest asked the Aldermen if they had any comments. There being none, Alderman Dickson made the motion to accept with regrets and great joy for Ms. Miller the retirement of Town Recorder Abbey Miller, with the effective date of September 17, 2021, with nearly 20 years of service to the Town of Jonesborough. Alderman Causey seconded the motion, and it was duly passed.

There being no further business, the meeting was duly adjourned.

ABBIE MILLER, RECORDER

CHUCK VEST, MAYOR