

BOARD OF MAYOR AND ALDERMEN

BEER BOARD

APRIL 13, 2015

The Jonesborough Board of Mayor and Aldermen (BMA) met as the Beer Board on Monday, April 13, 2015, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

The only item on the Beer Board agenda was the discussion and possible action concerning approval of an application request for a Jonesborough Convenience Store Craft Beer Permit from Mountain Empire Oil Company for the Shell Roadrunner Market #124. Mayor Wolfe said this item has been worked on for several months and asked Attorney Wheeler if the application was in order. Attorney Wheeler said that it was. Mr. Browning said he would recommend the opening into the serving area to have a rope across it to keep customers out of the area. Chief Hawkins said he was in agreement with the application. Alderman Vest said the schematic reflects a very nice set up. Motion was made by Alderman Vest and seconded by Alderman Countermine to approve the Jonesborough Convenience Store Craft Beer Permit for Mountain Empire Oil Company dba Roadrunner Market #124 that allows draft craft beer sampling under the conditions and requirements established in Jonesborough's Beer Ordinance, and authorize the Police Department to undertake an on-premise inspection to verify that Road Runner Market #124 meets the in store conditions required. Those voting aye: Alderman Vest, Alderman Countermine and Alderman Sell. Those voting nay: Alderman Dickson. Motion passed.

The Beer Board meeting was adjourned.

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ABBEY MILLER, RECORDER

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KELLY WOLFE, MAYOR

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

APRIL 13, 2015

The Jonesborough Board of Mayor and Aldermen (BMA) met in a Public Hearing on Monday, April 13, 2015, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Wolfe called the Public Hearing to order and said there are two items to address. The first item was amending the Stormwater Erosion and Sediment Control Ordinance to meet state requirements. There were no comments.

Mayor Wolfe said the second item was amending the Ordinance establishing permanent water quality stormwater management. There were no comments.

The Public hearing was adjourned.

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ABBEY MILLER, RECORDER

KELLY WOLFE, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

APRIL 13, 2015

The Jonesborough Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, April 13, 2015, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Kelly Wolfe called the meeting to order. Alderman Dickson led the prayer, and Alderman Terry Countermine led the pledge to the Flag.

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

The next item on the agenda was the Consent Agenda.

1. Approve the minutes for the March 9, 2015, regular BMA meeting.
2. Approve the following March bills for payment:

<u>VENDOR</u>	<u>AMOUNT</u>
A-Z Office Resources	2074.96
Advance Auto Parts	7.16
Aggregates USA, LLC	1102.85
Alicia Phelps	21.00
ALSCO	28.95
American Tire Distributor	1210.72
Andy Oxy Company, Inc.	167.83
Aramark Uniform Service	527.78
Arcadia Publishing, Inc.	446.71
Auto Zone #2087	72.60
Automotive Test Solution	819.48
Beverly Jenkins	175.00
Branham Corporation	49.75
Brenntag Midsouth, Inc.	6232.76
Brett Sean McCluskey	100.00
Business Health	2804.20
Carl Gregory	23.73
Carrie Maggard	6.99
CenturyLink	283.50
Cintas Corporation #202	229.82
Clear Channel Airports	1165.50
CMC Incorporated	526.93
Contractor's Machinery	5253.56
Copynet, LLC	80.00
Crazy Tommy's	240.00
Cummins Crosspoint	9042.70
D.Todd Wood	4680.00
Dennis Dwayne Brooks	525.00
Diamond Ticketing System	524.95
Dominic Michael Aquiling	125.00
Donald K. Burger	120.00
East TN Rent-Alls	1309.60
Ecosafe Landfill	6175.41

Employee Security	475.00
Encore Marketing	695.00
<u>VENDOR</u>	<u>AMOUNT</u>
Equinox Environmental	5937.17
Erwin Utilities/Water Test	800.00
Esc Lab Science	167.00
Ferguson Entreprises #5	524.84
Fire Extinguisher Co.	29.95
First Tennessee Bank	2713.70
First TN Development District	3011.00
First TN Human Resource	7301.00
Fisher Auto Parts, Inc.	58.07
Fleenor Security System	214.00
Foster Signs	697.00
Free Service Tire co.	2578.90
GovDeals, Inc.	990.52
Grace Amm.Com	579.00
Grainger	91.41
Green Pastures Wholesale	132.96
Greenway Products, Inc.	3784.38
GRW Engineers, Inc.	8000.00
Hach	3050.00
Hampton Textile Printing	325.00
Harold Cochran	500.00
Hayes Pipe & Supply	699.40
HD Supply Waterworks, Ltd	7677.69
Henry Schein	8.00
Hillhouse Graphic Design	45.00
Hour Media	1500.00
Ingles #4205	54.98
International Code	1650.93
International Code	56.00
International Code	37.00
International Storytelling	17.90
Jamsa	25.00
Janet Browning	200.00
Jessica Rae Evans	300.00
Jonesborough General	97.18
Jonesborough HRA	6900.00
Jonesborough/Washington	3750.00
Kansas State Bank	8962.25
Katelyn Precious Smith	19.70
Kimball Midwest	607.58
Lacie N Black	150.00
Larke Foster	500.00
Lift Technology, Inc.	350.00
Lillian Reversion	81.91
Lowe's	1426.95
Mes-Carolinas	489.52
Microbac A/R	248.70
Mitchell 1	1728.00
Nafeco, Inc.	44.42
Napa Auto Parts	1519.32
Office Essentials Inc.	263.89
Olde Towne Hardware	660.92
Olde Towne Small Engine	626.74
Osborne Electric, Inc.	40501.25
Pamela T Daniels	187.50
Pardue Photographics	20.00
Peterbuilt of Bristol	110.24

Precision Ironworks	86.00
Print Distribution Service	921.09
Public Agency Training	590.00
<u>VENDOR</u>	<u>AMOUNT</u>
Pulse Publishing LLC	345.00
Purchase Power	1005.00
Quality Trophy & Engraving	91.50
Qwik Pack & Ship	135.83
Raegan Bailey	25.00
Ricoh USA, Inc.	18.87
Ross Valve Mfg Company	2986.09
Saratoga	5879.32
Schaeffer's Mfg Co.	506.00
Sharon L Squibb	250.00
Shelia Kay Adams	652.12
Shirley Stelzer	125.00
Southern Water Service	1314.00
Sprint	26.06
SSCI	55.50
Stafford Custom Graphic	18.45
Standard Forms	117.70
Stowers	2138.54
TBI-Fiscal Services	29.00
Terminix Processing Center	139.00
Thomson Reuters – West	156.45
TVACA	54.00
The Lifeguard Store, Inc.	300.00
Theresa Maria Markiw	466.67
Thomas Scientific	427.84
Thomson Reuters-West	156.45
TML Risk Management Pool	58193.06
TN Local Dev. Authority	3183.61
TNHTA Tourism	150.00
TNSA	50.00
Total ID Solutions	419.00
Town of Jonesborough	982.92
Town of Jonesborough (T	1438.97
Truck Toy's & More	499.00
Truckers Lighthouse	462.32
United Parcel Service	194.91
United Utilities Inc.	9587.21
United Way	173.50
USA Blue Book	245.64
Valley Equipment Co	211.01
Valley Trailer Repair	90.00
Verizon Wireless	2330.68
Wal-Mart Store / GEMB	355.35
Wascon, Inc	8063.20
Wash. County Highway Dept.	4371.84
Washington County -	12000.00
Washington Farmers Co-op	124.95
Waste Management	345.49
Wells Fargo Equipment	3451.00
White's Auto Parts	1962.05
William B Bledsoe	200.00
Williams Electric	648.95
Wiseman's Inc.	100.00
WNCW Accounts Receivable	150.00
Zebec of North America	707.39
<b>TOTAL</b>	<b>\$301156.72</b>

A-Z Office Resources	396.49
Advance Auto Parts	27.98
Adventure Time Balloonics	225.00
<u>VENDOR</u>	<u>AMOUNT</u>
Aflac	2775.94
Aggregates USA, LLC	265.30
Allan Dearstone	17.60
ALSCO	57.90
American General Life	285.40
American Road, LLC	862.00
Andy Oxy Company, Inc.	167.50
Angie Sheek	12.20
Applied Concepts	399.80
Aramark *Purchase*	121.98
Aramark Uniform Service	659.03
Archer Brothers Garage	130.00
Archer Electric Service	290.00
Aubrey Weaver	16.00
Auto Zone #2087	151.81
Avion Realty	1477.00
Ayers Distributing Co.	556.00
Banc of America P&I	3073.83
Bank of Tennessee	2697.07
Barbara Bell	80.00
Barbara L Bogart	144.00
Barnes Exterminating Co.	40.00
Ben Caldwell	280.00
Ben Meadows	797.21
Blue Cross-Blue Shield	64076.41
Branham Corporation	55.45
Brann & Whittemore, Inc.	10407.28
Brenntag Midsouth, Inc.	2608.03
Brett Sean McCluskey	50.00
Business Health	3466.20
California Contractors	95.76
Celebrate	118.95
Central Paper & Supply	264.96
CenturyLink	80.99
Champion Chevrolet Cad.	83.20
Chappell's Pest Control	45.00
Charles E. Allen, Jr.	2017.60
Cintas Corporation #202	215.49
Citizens Security	4244.74
City of Johnson City	6840.00
City of Kingsport	1126.79
Clyde Armory, Inc.	25704.00
Comcast Cable	302.62
Community Development	2000.00
Compass Minerals Americ	10207.14
Consolidated Pipe & Supply	3000.00
Control Plus, Inc.	2107.08
Cumberland Securities, Inc.	1500.00
Daniel Richardson	1132.00
Danielle Smith	13.83
Darrell W Brinson	175.00
David Crum	205.00
Dearborne Nationals	500.65
Debbie Shoun	444.02
Dennis Dwayne Brooks	350.00

Dept. of Safety	50.00
Diane Thompson	24.00
Diversified Safety	55.21
Don Squibb	152.30
Duffield Aquatics, Inc.	8843.71
<u>VENDOR</u>	<u>AMOUNT</u>
East TN Rent-Alls	663.00
Emily J. Arrowood	60.00
Equinox Environmental	206.25
ERA	1235.85
Esc Lab Science	985.50
Evelyn King	11.96
Faye Mitchell	81.91
Fenco Supply of JC	14.90
Ferguson Enterprises #5	1994.75
First Tennessee Bank	13423.03
First Tennessee Bank	3792.73
Fisher Auto Parts, Inc.	12.80
Fleenor Security System	4009.57
Fleet Pride	136.50
Food City	72.29
Foster Signs	677.40
Fuelman	2746.38
G & C Supply Company, Inc.	32694.55
Gary Varner	11.96
Grainger	139.98
GRP	101.00
Hach	557.57
Hampton Textile Printing	12.00
Hayes Pipe & Supply	6820.76
HD Supply Waterworks, Ltd	395.88
Heisse Johnson Hand Up	126.15
Henry Schein, Inc.	109.45
Herald & Tribune	55.00
Hydro-Dyne Engineering	649.00
IACP	150.00
IDEXX Distribution, Inc.	794.96
Imaging Technologies	52.50
Ingles #4205	150.40
International Code	28.00
Jackson Heights	957.71
Jacob Anderson	895.00
Jamsa	25.00
Janette Gaines	265.89
Janpak, Inc.	706.83
Jefferson Sales South	1325.00
Jeffrey Allen Story	180.00
Jennifer Schmidt	2077.68
Jeri Jones	8.00
Jessica Parks	157.50
Jonesborough General	188.50
Jonesborough/Washington	107.75
Joshua David Heltzel	510.00
JRT	2077.68
Katelyn Precious Smith	320.00
Ken Austin	40.80
Ken Ross Architects, Inc.	1325.00
Kimball Midwest	1287.33
Kipp Brixley	562.00
Liberty National	1122.36

Lowe's	1468.26
Lurels Nursery	140.00
Mail Works, Inc.	137.14
Marcia M. Bechtel	1082.22
Melissa Lettis	285.00
Melissa Lettis	191.56
<u>VENDOR</u>	<u>AMOUNT</u>

Mes-Carolinas	300.00
Michael D'Avella	50.00
Moilabs	275.89
Napa Auto Parts	253.56
Norfolk Southern Corp	321.89
Nortrax	1125.62
Olde Towne Hardware	535.44
Olde Towne Small Engine	14.95
Pamela Gail Johnson	18.99
Pardue Photographics	508.00
Paul Shelton	20.00
Phyllis Anne Fabozzi	100.00
Play It Safe 2Day, Inc.	1200.00
Precision Ironworks	739.84
Print Distribution Service	921.09
Quality Trophy & Engraving	4.00
Qwik Pack & Ship	53.17
Rebecca Ann Seaman	220.00
Rebecca Seaman	515.62
Reliance Standard (Vol)	359.24
Ricoh USA, Inc.	3782.03
Ricoh USA, Inc.	149.43
Robert Lee Harrison	250.00
Robin Goodman	51.96
Ross A Bowser	8306.24
Ruth Stephens	81.91
S.B. White Company	11497.00
Saratoga	361.55
Saratoga Financial	5440.21
Shamrock Industrial Fas.	28.90
Snap-On-Tools	1500.00
Sparrow's Nest	13.35
Specialized Operations	82.42
Standard Forms	57.00
State of Tennessee	340.00
Summers Hardware	31.80
Summers-Taylor, Inc.	1560.00
Susan Gray	45.00
Tami Moore	32.00
Taylor Technologies	152.20
The MT Pit	32.50
The Naked Bee	336.00
TN Dept. of Revenue	65.55
TN Dept. of Revenue	932.71
TN Dept. of Safety	978.50
TN Safety & Health Council	306.70
Tools Plus Industries	176.90
Total ID Solutions	253.00
Town of Jonesborough	81.91
Town of Jonesborough (T)	81.91
Tractor Supply	21.99
Tri-Cities Communication	135.83
Tri-State Bolt & Screw	98.60

Town of Jonesborough (T	1438.97
Truck Toy's & More	100.00
Tusculum College	100.00
United Parcel Service	102.66
United Way	174.50
USA Blue Book	514.66
Utility Service Co, Inc.	6075.31
<u>VENDOR</u>	<u>AMOUNT</u>

Valley Equipment Co	1454.73
Verizon Wireless	88.30
Wal-Mart Store / GEMB	504.91
Washington County EMS	21500.00
Washington Farmers Co-op	2503.35
Washington Farmers Coop	14662.57
Waste Management	2610.60
Wheeler & Seeley	6833.50
White's Auto Parts	166.60
Wildflower Company	101.17
William Russell	400.00
Williams Electric	79.76
Witmer Public Safety	557.50
88.3 WCQR	800.00
<b>TOTAL</b>	<b>\$366294.76</b>

<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>
<u>SANITATION</u>		

77731-77906 AP	200,150.59
77907-Rainey Const.	97,604.43
77908-77940 AP	76,066.50
77941-77950 AP	33,561.85
77951-77968 AP	13,906.22
77969-Maple Grove	657.00
77970-77975 AP	2,960.40
77976-77978 AP	6,400.00
77979-77981 AP	3,200.00
77982-78105 AP	146,397.73
78106-78108 AP	3,438.50
78109-78130 AP	46,402.94
78131-78136 AP	5,554.43
78137-78149 AP	12,946.86
	<b>\$649,247.45</b>

52673-52772 AP	147,103.01
52773-52777 AP	53,094.04
52778-52782 AP	48,123.89
52783-52792 AP	12,694.66
52793-52795 AP	727.02
52796-52855 AP	136,292.84
52856-52859 AP	3,600.00
52860-52867 AP	262,094.90
52868-52872 AP	1,514.54
	<b>\$665,244.90</b>

<b>Sanitation</b>	
6568-6606 AP	21,689.52
6607-6608 AP	8,595.48
6609-Verizon Wireless	126.28
6610-Nationwide Retirement	132.93
6611-6628 AP	18,466.15
6629-First TN Bank	3,030.50
6630-Nationwide Retirement	132.93
	<b>\$52,173.79</b>



3. Approve the following Town Administrator Report:

**Wastewater Improvements**

We have signed all of the close-out documents for the EDA and CDBG funding portions of the Wastewater Improvement Project. I mentioned in previous correspondence that there was \$126,000 in remaining unused grant funds that were earmarked to be returned to Rural Development. Craig Ford and I worked with Cobern Rasnick and the Wastewater staff on additional needs at the WWTP, and a justification for additional work tasks using the remaining funds. Mayor Wolfe and I went to Nashville last week and met with Rural Development's Community Programs Director Keith Head about our needs. That meeting went very well, and I was told this week that we are going to be allowed to use the additional dollars. Again these are grant funds, so this is an excellent step forward for us.

We are having some electrical issues with our influent pump station that have caused a couple of overflows during very heavy rains. The electrical switching components have turned pumps off instead of on, and we are looking at warranties, etc. to get that repaired as quickly as possible.

Ashley Meadows Sewer – We are waiting on Jim Wheeler to get in touch with Elizabethton Federal in order to get the Agreement finalized.

David Crockett H.S. Package Plant – The CDBG application for the sewer connection has been submitted to ECD by Washington County. We will not likely hear anything until fall.

**Water**

Water Loss – Our CDBG application for funding to complete our Water Loss Reduction Project has been submitted. Mayor Wolfe set up a meeting with Governor Haslam last week while we were in Nashville, and Mayor Wolfe asked for the Governor's support for our important project. That discussion went very well.

Rock House Pump Station/Plant Flooding – We have both pumps at the Rock House Road booster pump station back in action. Mike Jackson is working on a couple more improvements/repairs of our main pump with the variable drive before we activate it for daily use. We will be working on a plan for a third pump at this critical booster pump station so we will always have a back-up if one goes out.

Note: Just like the intake pump station situation where we had two pumps, and one when out and we had to rely on the operation of one pump for over four months to keep people in water, the failure of our main pump at the Rock House Road pump station, with only two pumps there, has made us very nervous about the consequences if the only back up pump also goes out. We have to have a three pump operation so there is always a back-up. The pump repair of these type pumps is very time consuming (months). Routine type maintenance does not really save down time, because we still have pull out the pump and send it out where it can be broken down to replace seals, and examine pump shafts, etc. That is why "running it to failure" is not a bad approach. What we also can and are trying to do is to have key back-up parts like a shaft or impeller that we have in storage that can greatly reduce the down time in just getting the parts for repair.

By-Products – We have continued to monitor the amount of disinfection “by-products” in our system. We have to meet certain more stringent criteria for the limits of certain compounds in finished water that are generated by the use of chlorine as a disinfectant. Re-testing of the couple of areas that were slightly over limits received very positive results, and we do not have to go to the expense of notifying all water customers that there is a concern. We are continuing to work on keeping our by-products well below maximum limits.

Telford Road/11E- The State changed their plans again with improvements to the intersection of US-11E and Telford Road. You may have noticed work is going on now. We have to do some additional work in the area of this intersection to get our water lines out of the way.

### **Transportation**

Persimmon Ridge Rd & Shell Road – Baker Construction has not moved back onto the Cloyd property because of the weather. They were going to move back last week, but the heavy rains eliminated their ability to work, so they held off. Wally Sparks has done most of the grading work on Shell Road, but not the finishing touches and the stabilization (sowing grass). Wally Sparks will move some of his staff back to Shell Road when Baker re-activates his work because the dirt of the Cloyd property will be used to raise the elevation of Shell Road near its intersection with Persimmon Ridge Road. Wally’s crew has to compact soil and do finish grading on banks at the same time while that section of Shell Road is closed. We have obtained surplus equipment including a dozer and sheep’s-foot compactor that will allow us to expedite our work on Shell Road. We hope to greatly reduce the time the adjoining section of Shell Road has to be closed.

As communicated last month, we have been told verbally that the W. Main Street and Persimmon Ridge Spot Safety Project that was originally deferred has now been moved to “funded” status. We have not received any formal notification.

Woodrow Ave – The agreement with John Buchanan to make improvements at 2<sup>nd</sup> Ave and Woodrow Ave is on the BMA agenda for April.

Jackson Blvd/SR-354 – Still in design by TDOT.

W. Jackson Medians – The Traffic Advisory Committee has asked staff to make a more concentrated effort to contact and obtain assistance from businesses on the northside of Jackson Blvd in making safety improvements to some median cuts in W. Jackson Blvd.

### **Grants**

LPRF Walkway/Playground Grant – We have had a follow-up “final inspection” by April Johnson of TDEC, this week, and she has authorized the “closing” of the LPRF project.

Safe Routes to School – While Mayor Wolfe and I were in Nashville, we met with Monique Hazelwood and Dianne Benedict who administer Safe Routes to School Grants in Tennessee. We are very close to getting the walkway design approved, and that will free us up to obtain construction easements (temporary easements) and the one permanent easement we need. We did get approval to do pre-project construction work prior to the SRTS contract work being initiated. There is not enough grant money to contract all the work from the top of the hill above the Baptist Church to the schools. If we do the initial grading work (we have the equipment to do this without a problem) we can contract the concrete work and get the walkway constructed all the way to the schools. We are making progress, but it is not very speedy.

T-21 Walkway Grant –TDOT has requested the Federal Highway Administration to obligate the construction funds, and when that is approved, we can bid out the project.

Railroad Crossing – We have the contracts in place with the railroad, and \$250,000 in funding set aside through the MPO for this project. We have been requested to not authorize Norfolk-Southern to proceed with the RR crossing upgrade construction until TDOT gets notification the walkway construction funds have been obligated by the FHA.

### **Jackson Theatre**

Demolition has gone very well, and the structural engineer has done a preliminary inspection to get an early indication of what structural improvements are necessary. The application for Rural Development funding is still under review. The environmental information has been sent to Nashville, but Louis Trivette says he needs one full day to work on our application before he can send everything to Nashville for approval. Mayor Wolfe and I discussed the importance of our Community Facilities application with Keith Head while we met with him in Nashville. We also met with ECD (Economic and Community Development) staff in Nashville who oversee the Community Development Block Grant Program to discuss the CDBG Program that is only available to Main Street Communities that can be used for façade improvements downtown. We brought information and discussed the Jackson Theatre marque and our desire to request funding to improve the front of the Jackson Theatre. The program allows applications for up to \$100,000 for façade improvements. (There is only 500,000 available, but this grant is only eligible to the 26 Main Street communities).

### **Senior Center**

Construction is moving slowly, and there have been some frustrating delays because some work has had to be redone because of the lack of quality. We are looking at ways to change contractors or get more serious attention to our project. We have received the \$400,000 from Washington County which is very helpful. Mary Sanger has already taken a very active role in formalizing the details on furnishings, color scheme, internet service and technical capabilities, etc. She is doing great.

### **Farmers Market**

The project is closed out. We have received our \$47,000 reimbursements from Rural Development and the TN Dept. of Agriculture.

### **Downtown Streetscape Plan**

We are still trying to get the last remaining steps of the information kiosk design completed. This is a contract job that has moved slowly. The end product will be very good, but it has moved very slowly.

### **Chucky Depot**

The Watauga Valley Railroad Association is renovating the caboose that is intended to be located next to the Depot. The WVRA has been working with Deborah Montanti, Theresa Hammons, and Craig Ford in looking how interpretation may take place once the depot is reconstructed. Work on the building foundation and utilities is supposed to begin next week, April 13<sup>th</sup>.

### **Model Railroad Museum**

Still under review by ETSU.

## **Municipal Garage Planning**

The CDAC staff did a very good job of putting together a conceptual plan for the new municipal garage. This was done with a very strong working relationship with our staff, and through CDAC visits to other highly regarded community complexes.

## **Committee Meetings**

I have continued preparing agenda presentations for the BMA meetings, the Planning Commission, Tree & Townscape Board, Traffic Advisory Committee, JRT Board of Directors, Jonesborough Community Chest, and minutes for most.

4. Approve the following Operations Manager Report:

We continued the demolition project at the Jackson Theatre with the prison crew. We are almost finished with the demolition work. All of the excess concrete has been removed and we are now back to the original floor. We rented a small bobcat for two days to remove the gravel and debris in the building. Most of the second floor has been removed as well.

I met with the architect and the structural engineer to evaluate the building. Plans can be completed for the project while we are on another project. Once plans are completed, we can move back to the building to begin renovation. The prison crew worked for three days at the Water Treatment Plant to finish the storage building project. Stabilization of the roof was added and the metal installation was completed. Once funds are available, I can return with the prison crew to finish the shop and restroom area.

In addition to the Water Treatment Plant, the crew also worked one day at Persimmon Ridge Park. While there, they constructed a block wall, poured concrete in the Scorer's Box on the main field, and poured the final rock dugout with concrete. This really added to the aesthetics and functionality of the baseball park area.

I attended two meetings with the Watauga Valley Railroad Association regarding the Chuckey Depot/Caboose project. Plans are to begin re=construction of the depot on Monday April 13. We will begin with digging the footers and installing the underground water, communications and water lines.

5. Approve the following Committee Reports: Historic Zoning Commission, Tree and Townscape Board, Traffic Advisory Committee, Planning Commission, Board of Zoning Appeals, Community Chest, and Main Street.
6. Approve the following Supervisor Reports: Visitor Center Manager, Director of Tourism and Marketing, Water Distribution, Building Inspector, Street Department, Animal Control, Park and Recreation, Solid Waste and Recycle, Fire Department, Police Department, Senior Center, Water Park, Fleet Management, McKinney Center, Environmental Services, Event Coordinator, Water Treatment and JRT Artistic Director.
7. Accept the resignation of Tammy Williams, hostess at the Visitor Center, Adam Depew, Water Distribution Worker II, and Sherrie Peters, Senior Center Assistant Program Specialist.
8. Approve the hiring of Sara Tittle as a Visitor Center Hostess at Grade 1 Step 1 (\$9.76 per hour), subject to all pre-employment conditions.
9. Approve the hiring of Lesley Musick and Charissa Amburgey as part-time dispatchers at Grade 4 Step 1 (\$11.30 per hour), subject to all pre-employment conditions.
10. Approve the appointment of Keith Reece as a volunteer Reserve Police Officer with the Jonesborough Police Department, subject to all pre-appointment conditions.

11. Approve the hiring of 43 employees for the 2015 Water Park season, at the compensation levels as recommended.

<u>Employee</u>	<u>Position</u>	<u>Pay Rate</u>	<u>Grade</u>
Jessica Greene	Seasonal Manager	12.00 p/hr	5
Jessica Burgner	Seasonal Manager	11.00 p/hr	5
Café Supervisor	Randy Koruschak	9.50 p/hr	5
Café Supervisor	Gabriel Gray	9.00 p/hr	2
Devin Walker	Slide Attendant	7.40 p/hr	4
Makala Bailey	Lifeguard	8.00 p/hr	4
Taylor Rice	Lifeguard	8.00 p/hr	4
Jacob Anderson	Lifeguard	8.00 p/hr	4
<u>Employee</u>	<u>Position</u>	<u>Pay Rate</u>	<u>Grade</u>
Odyssie Thomas	Café	7.40 p/hr	2
Crystal Wilson	Cook	7.40 p/hr	2
Thomas Black	Maintenance	7.40 p/hr	2
Bradley Myers	Lifeguard	8.00 p/hr	4
Lydia Johnson	Slide Attendant	7.50 p/hr	3
Caleb Arrowood	Slide Attendant	7.45 p/hr	2
Britney Cochran	Café	7.60 p/hr	2
Patty Rosenbaum	Café	7.95 p/hr	2
Norman Stevens	Greeter	7.85 p/hr	1
Nancy Comer	Customer Service	7.45 p/hr	2
Katie Bowser	Café	7.40 p/hr	2
Tanner Honeycutt	Slide Attendant	7.40 p/hr	3
Cindy Lucas	Customer Service	7.45 p/hr	2
Holly Hamner	Slide Attendant	7.40 p/hr	4
Sydney Kyker	Lifeguard	7.75 p/hr	4
Megan Cottage	Slide Attendant	7.35 p/hr	3
Destiny Morales	Slide Attendant	7.35 p/hr	3
Whitney Tilson	Slide Attendant	7.35 p/hr	3
Emily Hoover	Café	7.35 p/hr	2
Steven Wilhoit	Café	7.35 p/hr	2
Destinee Thomas	Cafe	7.35 p/hr	2
Shea Ferris	Cook	7.35 p/hr	2
Julie Lane	Cook	7.35 p/hr	2
Payton Garland	Lifeguard	7.35 p/hr	4
Mikayla Broyles	Customer Service	7.30 p/hr	2
Chris Scalf	Lifeguard	7.50 p/hr	4
Ryan Cottage	Slide Attendant	7.35 p/hr	3
Noah Reeves	Lifeguard	7.50 p/hr	4
Trevor Henley	Slide Attendant	7.30 p/hr	3
Rebekah Hartley	Café	7.30 p/hr	2
Holly Willis	Maintenance	7.35 p/hr	2
James Allen	Slide Attendant	7.40 p/hr	3
Spencer Walsh	Café	7.30 p/hr	2
Makay Rowenhorst	Slide Attendant	7.35 p/hr	3
Pam Reising	Admissions	7.30 p/hr	2

12. Approve the amended Special Events Permit for the Jonesborough Farmers Market for 2015 expanding the event boundary to include the front area of the courthouse along Main Street from Courthouse Square East to S. Cherokee, and the Westside of the courthouse.

13. Approve the Special Events Permit application for Brews and Tunes to be held each Sunday from 1:00 p.m. until 5:00 p.m. beginning June 7<sup>th</sup> through September 27<sup>th</sup>, 2015, authorizing use of the front plaza and back courtyard areas of the Storytelling Center as well as a portion of Jimmy Neil Smith Park, and reserving parking in front of the Storytelling Center along Main Street for the event, subject to the approval of the proof of insurance and hold harmless permits provided by Tipton Street Pub and Main Street Café and Catering. Authorize Tipton Street Pub and Main Street Café and Catering to supply and sell designated craft beers during the weekly Brews and Tunes event on the following conditions:

- a. A designated boundary for selling and consuming craft beers is established within the event boundary.
  - b. All persons buying or sampling craft beers are “carded”, using a photo ID, each time a purchase is made, or an identification band is used after the initial ID check.
  - c. All servers of the craft beers have an ABC server’s license.
  - d. The Jonesborough Police Department reviews and approves the oversight and security plan established for the weekly event.
14. Approve the contract with Gene Lloyd to operate a snowball sales concession during the 2015 Water Park season under the terms presented.

#### **INSERT CONTRACT**

15. Approve the Property Agreement with John Buchanan to improve safety and drainage at 215 Woodrow Avenue at the intersection of 2<sup>nd</sup> Avenue and Woodrow Avenue, as detailed in Exhibit A of the Agreement.

#### **AGREEMENT WITH ATTACHMENT**

Mayor Wolfe said former Police Officer Keith Reece is returning to Jonesborough as a Reserve Officer. He stated that it is wonderful that Officer Reece thinks enough of the department to come back and help out in this capacity.

Mayor Wolfe said he feels the Main Street Brews and Tunes event that was just approved is a great concept. He said Melinda Copp, Rachel Conger, and Melinda’s intern Daniel Richardson have come up with some good ideas to bring people downtown on weekends. Melinda Copp said the Nolin Truck food truck has been setting up in Johnson City and has gone all over the area and actually has people who follow his truck. She added the food is excellent.

The next item on the agenda was the Financial Report. Town Recorder Abbey Miller said her staff is working on budget amendments and department heads are turning in their budgets for the next fiscal year. She said she and our Agent Lyman Fulton are working on health insurance quotes and said the first quote from BCBS was a 20% increase in premiums, but Mr. Fulton is working with BCBS to get this down and is requesting quotes from other carriers. She said the 2013 delinquent taxes have been turned over to the Clerk and Master’s office for tax suit. Motion was made by Alderman Sell, seconded by Alderman Dickson and duly passed to approve the Financial Report as presented.

Mayor Comments was the next item on the agenda. Mayor Wolfe read a letter from Joel Conger commending Melinda Copp on her presentation at the National Main Street Conference in Atlanta on April 1<sup>st</sup>. He said she did an outstanding job presenting Jonesborough, its history, its preservation work and activities. He said she was fresh, alive and energetic and represented Jonesborough with a smile on her face.

Mayor Wolfe read the following prayer concerns: Deaths – Mark Arwood and Joan Miller’s mother. Prayer request for Billy Miller, Ben Grizzle, Randy Greene, Dickie Wines, Stephanie Hensley, Jules Corriere, and Terry Alexander’s brother-in-law.

Mayor Wolfe presented the Employee of the Month award to Edwin Dugger. He read the following nomination letter: “I would like to nominate Edwin Dugger as employee of the month. He worked full time for the town for years. He retired but asked that he be allowed to stay on part time. Edwin is an excellent water treatment plant operator. He has never been late for work and is always willing to work whatever shift he is asked to work. We are fortunate to have such a dedicated employee.” Mike Jackson

Mayor Wolfe said he has something on his mind that he would like to address. He said there is a lack of progress on the new Senior Center building and people are constantly asking about this project and why it is taking so long. He said he talked with J.W. Green last week about the roof that had been installed, partially removed, reinstalled and partially removed again and reinstalled. Mr. Green said there was a problem with the crew installing the roof. He said the triple installation of the roof is a performance problem of our general contractor. Mayor Wolfe asked J.W. Green about his experience with this project. Mr. Green said he gave the grading permit on October 31, 2013, and the building permit on January 2, 2014. He said he was told by the contractor in November, 2014, that he was going to double the crew to get the roof installed. He said he has only seen three or four men working on the roof. Mayor Wolfe said Rainey Contracting did work with the Town to value engineer the project and we are appreciative of that. He asked for examples of the performance problems for Rainey. Mr. Green said the roof was out of square; they do not keep enough parts on hand to keep the work going; the brick work on the front of the building does not look good but is good on the other three sides; and the general contractor is not supervising the work properly. Mr. Green said there was one crew that did a good job on the brick work on three sides of the building, and a different crew did the other side which was not done properly. Mayor Wolfe asked Mr. Green if the schedule that was provided by Rainey Contracting (Rainey) this afternoon stating the building will be completed by June 5<sup>th</sup> is accurate. Mr. Green said if they continue the way they are working, there is no way because they only work on one item at a time. Mayor Wolfe said he got involved in November and he was presented a construction schedule showing the insulation and sheet rock was to be installed before the roof was installed. He said he stopped them from doing that because the roof was covered with plywood and tarpaper only. Mayor Wolfe said he talked to Scott Rainey this afternoon to let him know this discussion was taking place and Mr. Rainey agreed to come to the meeting. He said Mr. Rainey later sent an email stating he had family obligations that would prevent him from attending the meeting. Alderman Sell asked if there was any supervision of the laborers at the site. Mr. Green said many times there is no one there representing Rainey and only sub-contractors are there working. Mayor Wolfe said Mr. Green should not be overseeing this job because he is the Building Inspector. Mayor Wolfe said he talked to Mr. Rainey and expressed that it is a shame we are in this situation. He said the Board and staff have gone above and beyond in dealing with this situation and the BMA has approved additional funding to make sure we have enough to complete the job. He said the general public thinks we are failing them, but we are not. He said it is time the Board insists on results and not excuses from Rainey Contracting. Mayor Wolfe said Bob Browning has devised a dual path, and from this day forward, everything with Rainey should be made public. Mr. Browning suggested weekly meetings that are advertised and open to the public and the media encouraged to attend. The Mayor instructed that the construction schedule calling for a June 5<sup>th</sup> completion should be posted on the website, and any citizen comments or concerns be addressed at the meeting. He said the time for patience and understanding is over, and we demand results from Rainey Contracting. He added that Rainey Contracting is struggling with Northeast State project in the Johnson City downtown parking garage and that Northeast State wishes they were in their facility a long time ago. He asked that the Board pursue the public strategy and instruct the staff and Town Attorney to assess our options in terminating Rainey Contracting from this project if need be if they cannot get the job completed. Alderman Sell asked if we were going to hold the contractor to this completion date and also asked if the project delays would affect our standing with USDA for future projects. Mr. Browning said the USDA has guidelines for the process to hold the contractor accountable. He said he sent a letter to USDA today asking questions concerning this. He said we do not have liquidated damages in this project because that was one item that was taken out of the contract in the value engineering process. Mr. Browning pointed out that there have been some weather delays. Mayor Wolfe said the delays have been because of Rainey's management style. Mr. Browning said they were slow but in the end they did a good job on the roof on the Main Street side but added that Town staff will do whatever is necessary to hold the contractor's feet to the fire to get this project completed. Mr. Browning said he is going to have weekly meetings with them. Mayor Wolfe said we need a motion that

mandatory weekly meetings are held with the contractor henceforth until the project is completed, advertise in the newspaper that the meeting is open to residents and members of the media, post any pertinent minutes or information from those meetings, including construction schedules, on the Town website, instruct Mr. Browning, Mr. Wheeler and anyone else who needs to be involved to pursue information regarding the process of terminating the contract with Rainey Contracting should their performance not improve to a satisfactory level. Alderman Vest said we would need to start thinking of who would replace the contractor if necessary so there would be no additional delays. He said his concern with holding the contractor to the June deadline is that they would rush and cut corners on the building to meet the deadline. He said he appreciates J.W. Green being on site and monitoring the project. Alderman Countermine asked if we could require a foreman for Rainey be on the job site, and Mr. Green said it is already required in the contract. Mayor Wolfe said he told Scott Rainey we would love for him to finish this project and give us a good building in the end and everyone would be happy. Alderman Vest asked if the contractor really cares about our project since he has so many other jobs in process. Attorney Wheeler said there is nothing in the contract that would require a Rainey Contracting representative to be at the weekly meetings but it is reasonable under the circumstances to request it. Alderman Sell asked if there is a penalty clause in the contract for the completion date. Attorney Wheeler said that was also taken out when we value engineered the project. Alderman Vest said it would probably hurt Rainey's company in the future if he did not finish this project. Motion was made by Alderman Vest, seconded by Alderman Countermine and duly passed to add the item concerning the Senior Center construction to the agenda.

Motion was made by Alderman Vest, seconded by Alderman Sell and duly passed to approve the motion that the Town hold mandatory weekly meetings with Rainey Contracting henceforth until the project is completed, advertise the meeting in the newspaper that the meeting is open to any resident and member of the media who would like to attend, publish any pertinent minutes or information from those meetings, including construction schedules, on the Town website, instruct Mr. Browning, Mr. Wheeler and whoever else needs to be involved to pursue information regarding how we would go about terminating the contract with Rainey Contracting should their performance not improve to a satisfactory level.

Aldermen Comments was the next items on the agenda. Alderman Sell said he represented the Town at the Little League Day on Saturday at Persimmon Ridge Park, and there were over 400 children there. He said it was very well run, the fields were in excellent shape and Park and Recreation staff did a great job. He added that the program there is very good.

Attorney Comments was the next item on the agenda. Attorney Wheeler said the Main Street Brews and Tunes special event was approved but because the event is co-sponsored by the Town, we do not require proof of insurance. Mr. Browning said the reason he put it in the agenda presentation is because Tipton Street and Main Street Café who are responsible for serving the beer should provide coverage that would protect the Town since alcohol will be served. Attorney Wheeler said we could ask them to provide proof of insurance but not require the Town as an additional insured. Ms. Copp said the Nolin Truck is providing proof of insurance.

Citizen Comments was the next item on the agenda. There were none.

The first item under Old Business was the Ordinance establishing permanent water quality stormwater management. Motion was made by Alderman Dickson, seconded by Alderman Countermine and duly passed to approve on second and final reading an Ordinance amending Title 11, Chapter 18, of the Jonesborough Municipal Code in its entirety as follows:

## **INSERT ORDINANCE**

The next item on the agenda was the Ordinance amending the stormwater erosion and sediment control Ordinance. Motion was made by Alderman Sell,



seconded by Alderman Vest and duly passed to approve on second and final reading an Ordinance amending in its entirety Title 11, Chapter 2, of the Jonesborough Municipal Code as follows:

### **INSERT ORDINANCE**

The next item on the agenda was the settlement agreement with the Washington County School Board. Attorney Wheeler said he has sent the settlement offer of \$34,791.55 to the School Board but they have not responded. He said Mr. Logan, their attorney, responded and said this is not the correct figure, but they are within \$1,000. He said Attorney Logan would agree to extend the payback time to four years with no interest. Mayor Wolfe said he prays for the good of Washington County, Johnson City and Jonesborough that the whole matter is resolved quickly because the only person benefiting is Attorney Logan. He stated that it is very disheartening that the ability to cause hard fillings has been turned over to someone who has no attachment to the well being of our friends and neighbors and who is making \$250 an hour. Motion was made by Alderman Countermine, seconded by Alderman Vest and duly passed to approve the Settlement Agreement with Washington County School Board whereby the Town will pay an amount of \$34,791.55 over four years to the County School Fund to compensate for any previous mixed drink tax revenue that may have been owed to the Washington County Schools prior to the current fiscal year ending June 30, 2015, and authorize the Mayor to sign the Settlement Agreement.

### **INSERT AGREEMENT**

The first item under New Business was the Resolution establishing member emeritus status on Town Advisory Boards, Commissions and Committees. Mayor Wolfe said he apologized but does not have recommendations for the remainder of the Senior Center committee at this time. Motion was made by Alderman Vest, seconded by Alderman Dickson and duly passed to approve the Resolution establishing a Member Emeritus designation on Town Committees, Boards and Commissions that allows a person with a significant history of participation to continue being provided with committee information and the opportunity for input without being a voting member, and approve Ruth Robertson, John Palease, and Marion McKinney as Members Emeritus on the Jonesborough Senior Center Advisory Committee.

### **INSERT RESOLUTION**

The last item on the agenda was approval of the admission, party rental and food pricing for the 2015 Wetlands Water Park season. Mayor Wolfe said two seasons ago the Water Park lost \$148,000 and last year it lost \$120,000. He pointed out that this is a very weather dependent business and Matt Townsend has done a tremendous job at the water park; the park looks great and Matt has made a lot of good business decisions at the park; however, there is the potential for another bad year due to weather and the stiff competition from the Kingsport Aquatic Center. He said the Board needs to discuss the recommendation. Alderman Vest said one thing that concerned him was the expenditure side and was glad the staff was not recommending a reduction in the ticket prices. Ms. Miller said Matt Townsend has done a good job watching the staff hours and sending staff home when the weather is bad. Alderman Sell said he has done some research on this. He said when Lowe's came to Town, it hurt his business by about 30% and he had to look at marketing and advertising changes and look at things that Lowe's did not do or that he could do better. He asked if the season passes could be purchased on line. Mr. Browning said they are not available on line but can be purchased in the Water Department until the season opens. Ms. Miller said they could possibly be offered on line through the Visitor Center. Alderman Sell said the Kingsport facility is \$4.00 cheaper per daily pass than we are and they do not charge for tube rental so maybe that is something to look at. Alderman Vest said it has made money in the past and it is a weather driven business. Mayor Wolfe said the water park debt will be paid off next year. Alderman Vest said he felt the food was underpriced, and that we may need to look at keeping the park open longer in the season on warm weekends. Alderman Sell said there are not enough chairs in the sitting area. He asked if there

could be a team discount for the groups playing ball such as little league teams which would generate more revenue. Mayor Wolfe said this is a park for younger children. He said we have the facility paid for and suggested bulk ticket sales, such as making the first ticket \$12, the second ticket \$11, the next three to five tickets \$10. Melinda Copp pointed out that season pass holders have to come to the park to have their photo ID made, and that most of our advertising is on TV and radio. Mr. Browning said we are looking at what Wetlands has to offer compared to Kingsport and advertise what we have to offer that is better and different. He said there are some plans for expansion geared toward young children. Craig Ford said we have a heater on the pool, and he feels this would be a revenue generator if we could extend the operating hours. He said he has a son graduating this year as does Alderman Vest but you cannot have a graduation party at Wetlands because it is not open that early. He suggested taking advantage of social media sites for advertising. Alderman Dickson asked about having a block of time when seniors could go to Wetlands to swim when young people are not there. Mr. Browning said seniors would want to come later in the day and that is when parties are scheduled. Mayor Wolfe suggested that the BMA be provided with a revised marketing program that can be addressed at next month's meeting. Mr. Browning said he felt it might negatively impact season pass sales if the price is not set tonight. Alderman Vest said we could approve tonight's recommendations and then come back next month with any revisions. Mr. Browning said the staff is recommending an increase in food prices and an early incentive on season passes of a \$10 discount. Mayor Wolfe said the Park and Recreation staff needs to look at the price structure taking into account the comments and discussions at this meeting and provide the Board with recommendations to increase sales and attendance this year. Alderman Vest made the motion, seconded by Alderman Sell and duly passed to approve the admission, party rental and food pricing for the Wetlands Water Park 2015 season and bring back a more comprehensive marketing plan and have further discussion on how to increase attendance and have Matt Townsend be at the next month's BMA meeting to present this. Alderman Sell said Matt Townsend does a fantastic job but when you cut too much, the service and product quality goes down. He added that in the past he has received a lot of compliments on the food served at Wetlands. Alderman Countermine said he agreed that we could extend the use of the pool and this should be part of Matt Townsend's presentation. Alderman Vest said we need to make sure we are only using the amount of chemicals that we need to use and not waste any. Mayor Wolfe asked if the water leaks had been fixed, and Ms. Miller said Water Distribution is waiting on the weather to break to start working on the leaks. Mr. Browning said with the pool liner we have eliminated a lot of the leaks.

The meeting was adjourned.

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ABBAY MILLER, RECORDER

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KELLY WOLFE, MAYOR