

BEER BOARD

APRIL 9, 2018

The Board of Mayor and Aldermen met as the Jonesborough Beer Board on Monday, April 9, 2018, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

The only item on the Beer Board agenda was an application from Depot Street Brewing for three beer permits: (1) to manufacture beer that includes ABC approval, (2) to sell off-premise retail at the brewery, and (3) to sell on-premise at Depot Street Brewing. The business has been sold to Michael Foster's associate, Devin Rutledge. Motion was made by Alderman Sell, seconded by Alderman Countermine, and duly passed to approve the three beer permits as stated for Depot Street Brewing under the new ownership of Devin Rutledge.

There being no further business for the Beer Board the meeting was adjourned.

ABBEY MILLER, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

APRIL 9, 2018

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Monday, April 9, 2018, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

The only item on the Public Hearing agenda was an Ordinance amending the Zoning Ordinance related to Incidental Home Occupations. There were no public comments.

The Public Hearing was adjourned.

ABBEY MILLER, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

APRIL 9, 2018

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, April 9, 2018, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Vest called the meeting to order. Alderman Dickson led the group in an opening Prayer. Mike McCracken led the pledge to the Flag.

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

Chancellor John Rambo was present to formally swear in Chuck Vest as Mayor. Mr. Vest said that Chancellor Rambo swore him in as Alderman twelve years ago. Chancellor Rambo said it was always good for him to be back in Jonesborough because Jonesborough is where he got started many years ago as Town Attorney. He asked Mr. Vest if he was prepared to take the oath of office for Mayor of the Town of Jonesborough. Mr. Vest said he was. Chancellor Rambo administered the oath of office for Mayor to Mr. Vest.

The next item on the agenda was the Consent Agenda. Mayor Vest asked if there were any items the Aldermen wished to have pulled from the Consent Agenda. Alderman Sell asked that the Operations Manager Report be pulled for discussion. Bob Browning recommended that the Special Event Permit Application from JAMSA for Movies on Main and Soda Fest be pulled from the Consent Agenda for discussion. Alderman Countermine made the motion, seconded by Alderman Dickson, and duly passed to approve removing from the Consent Agenda the Operations Manager Report and Special Event Permit Application from JAMSA for Movies on Main and Soda Fest for discussion.

Motion was made by Alderman Sell, seconded by Alderman Dickson and duly passed to approve the Consent Agenda as follows:

1. Approve the minutes for the March 12, 2018, BMA meeting.
2. Approve the following March, 2018, bills for payment:

<u>VENDOR</u>	<u>AMOUNT</u>
A-Z Office Resources	873.01
Accurate Door Company	150.00
Allan Dearstone	103.20
Allen Weems	173.31
AlSCO	70.18
American General Life	118.16
Angi Sheek	2.00
Appalachian Book Service	779.47
Appalachian Light & Pro	213.95
Arcadia Publishing, Inc.	13.25
Archer Brothers Garage	270.48
Archer Electric Service	1589.00
Aulick Chemical Solution	3733.40
Auto Zone # 2087	122.92
Ayers Distributing Co.	417.00
Barbara L. Bogart	288.00
Barnes Exterminating Co.	40.00
Batteries Plus – 551 LLC	71.50
Blick Art Materials	344.70
Blue Cross-Blue Shield	90327.50
Blue Tarp Financial, IN	5174.96
Blue Water Industries	5813.89
Boomtown & Co.	679.50
Boone Street Market	147.05
Branham Corporation	37.10
Brenntag Midsouth Inc.	912.50
Bright & Associates	200.00
Broyles Florist	145.00
Bulls Eye Graphics	34.50
Business Health	3025.47
California Contractors	85.80
Carolyn S. Gregg	48.00
Cash (Shop with a Cop)	7957.74
CCSE	271.06
Celebrate	247.50
Central Paper and Supply	1421.20
Centurylink	915.80
Chappell's Pest Control	45.00
Christopher M Gabbard	5.00
Cintas Corporation #202	811.71
Cintas First Aid & Safe	274.85
Clear Channel Airports	200.00
CMI Equipment Sales	1470.45

<u>VENDOR</u>	<u>AMOUNT</u>
Coca-Cola Bottling Co.	288.00
Comcast C/O 3PPP	6.37
Community Performance	680.00
Consolidated Pipe & Spl	515.00
Core and Main	16650.46
Corechem	4260.23
Creative Energy	20321.64
CTR Coatings	1476.00
D. Todd Wood	1658.00
Dakota Stephen Conkin	25.00
Darrell Brinson	30.00
Debbie Dwayne Brooks	700.00
Dept of Clinical Edu.	25.00
DNA Catering	215.00
Downtown Sweet Online	62.24
East TN Chemicals	36.00
East TN Rent-Alls	361.98
Ecosafe Landfill YA	6262.08
Electric Motor Repair	988.45
Employee Security	250.00
ERA	1229.33
Erwin Utilities/WTR Tes	150.00
ESC Lab Sciences	4239.50
Eureka Inn	180.00
Ferguson Enterprises #5	14362.61
First Tennessee Bank	3792.73
First TN Human Resources	7301.00
Fitzgerald Peterbuilt	464.60
Fleenor Security System	1126.84
Food City	94.67
Foster Signs	618.00
Fuelman	4011.13
G&C Supply Company, IN	6059.70
G & W Diesel	84.82
Gall's LLC	2693.05
Gouge Masonry	1019.00
Govdeals, Inc.	645.21
Gray Glass	264.25
Greeneville Oil Co.	772.64
Grice Industries	798.00
GRW Engineers, Inc.	2132.10
GT Distributors	1133.80
Hannah Higginbotham	50.00
Harbor Freight Tools	79.64

<u>VENDOR</u>	<u>AMOUNT</u>
Heisse Johnson Hand Up	151.17
Henry Schein, Inc.	650.00
Home Depot Credit Service	363.88
Hunter Curtis	175.00
Indexx Distribution, Inc.	1327.57
Information Age	109.95
Ingles #4205	98.00
International Code	30.00
International Storytell	107.75
Interstate Graphics, In	1308.76
Jefferson Sales South	1779.56
Jeri Jones	10.40
Jocelyn Jones	12.00
Jonesborough HRA	7600.00
Jonesborough Senior Center	35.00
Jonesborough Water Dept.	212.11
Jonesborough/Washington	125.75
Kathy Storey	16.00
Kimball Midwest	844.98
King's Tire Service, IN	2477.14
Knock Out Chemicals, IN	1042.50
Landmark International	173.68
Liberty National	2238.92
Lora Darlene Hatley	132.00
Lowe's	3331.53
Mark D Edmonds	350.00
Mathew Byrd	4.80
Mauk's of Jonesborough	44.00
Meade Tractor	195.78
Medtech Wristbands	121.98
Medworks Occupational	92.00
Michael Braswell	11.96
Michael Manuel	15.16
Microbac A/R	497.40
Morebark, Inc.	1881.65
Nafeco, Inc.	1545.00
Networkfleet, Inc.	1657.30
Norfolk Southern Railway	608.20
NSI Solutions	141.00
Office Depot Business	32.99
Office Planning Group	15.00
Old School Auto Parts, Inc.	2665.85
Olde Towne Hardware	665.48
Olde Towne Pancakes House	58.00

<u>VENDOR</u>	<u>AMOUNT</u>
Olde Towne Small Engine	557.20
Oriental Trading Co	43.11
Pardue Photographics	520.00
Parish Nursing	1050.00
Paul Stover	156.25
PG Environmental, LLC	3006.80
Phenova, Inc.	290.40
Polydyne Inc.	4140.00
Pool Table Pros	900.00
Print Distribution Serv	931.25
Progression Electric	405.00
Purchase Power	1005.00
Quality Trophy & Engrav	84.47
Rachel Conger	13.69
Reliance Standard (Vol)	467.32
Richoh USA, Inc.	5516.26
Richoh USA, Inc.	149.43
Ronnie Fine	50.00
Saratoga Financial	10783.82
Shred-It	44.60
Skyle McFarland	16.39
Specialized Operations	9065.00
SSCI	1369.00
Stafford Custom Graphic	1263.00
Stowers	790.42
Summer Hardware	968.03
Supplyworks	2051.65
T & B Contractors, Inc	45849.92
Tami Moore	9.60
Terminix Processing Cen	209.00
The Corner Cup	162.60
The Loafer Magazine	400.00
The Naked Bee	377.50
The Posy Shop of J'Boro	52.75
Thomas Reuters – West	170.91
TN Bureau of Investigation	29.00
TN Dept of Health	450.00
TN Dept of Revenue	1913.45
TN Dept of Revenue	134.90
TN Dept of Safety	1543.75
TNVA Energy Solutions	184.80
Tonya S Van Hook	352.00
Town of Jonesborough	7950.00
Tractor Supply Credit	49.99

Transunion Risk &	14.30
Trevor Lowe	125.00
Tri-City Beverage Cop.	190.00
Tri-City Rubber & Gasket	80.22
Trilec	18900.00
Trimble Company	1415.55
Triplette Farms	468.75
Truckpro LLC	175.40
United Parcel Service	454.08
United Way	356.58
US Imprints	481.00
USA Blue Book	2831.25
Verizon Wireless	3366.99
Vermeer Heartland	2130.45
Wal Mart Store/GEMB	1125.81
Washington County	181.50
Washington County	12999.99
Washington County EMS	21978.02
Washington Farmers Co-op	1820.02
Waste Management	3166.44
Water & Waste Equipment	5242.76
West Hills Ford Tractor	52.44
White's Auto Parts	507.79
William Beagle	835.00
Williams Electric	1216.99
Worldwide Equipment	553.04
Zebec of North America	501.65
	\$488,350.67

<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
88513-88623 AP	\$172,818.07		
88624-88648 AP	\$6,616.33		
88649-88674 AP	\$31,959.56		
<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
88675-88379 AP	\$1,455.22		
88680-88700 AP	\$10,978.32		
88701-88737 AP	\$40,189.52		
88738-88763 AP	\$28,604.69		
88764-88767 AP	\$8,331.82		
88768-88770 AP	\$1,454.10		
88771-88787 AP	\$8,733.74		
	\$311,141.37		

<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
57347-57436 AP		\$584,644.89	
57437-57443 AP		\$12,377.21	
57444 AP		\$1,000.00	
57445-57456 AP		\$3,621.73	
57457 AP		\$46.84	
57458-57461 AP		\$51,776.47	
57462-57467 AP		\$7,023.47	
57468 AP		\$4,000.00	
57469 AP		\$302.65	
57470-57474 AP		\$2,099.69	
		\$666,892.95	
7878-7905 AP			\$20,174.91
7906-7909 AP			\$3,155.43
7810-7911 AP			\$285.50
7912-7914 AP			\$447.63
7915-7916 AP			\$3220.50
			\$27,283.97

3. Approve the following Town Administrator Report:

Wastewater

The Wastewater Department has focused on making smaller improvements in our Wastewater system. When we have a lot of rain and inclement weather, it is not only a time we work on reducing Infiltration/Inflow, but we get back ups to households and other issues that result in a lot of service calls. Cobern Rasnick has also spent a good deal of time in upgrading our pre-treatment program with industry and certain types of businesses. From a treatment standpoint, the WWTP is doing great. We use both oxidation ditch treatment basins this time of year when our daily flows are up with I&I.

Infiltration/Inflow – With the wet weather, the Wastewater Crew continues to camera lines and to discover sources of I&I. The crew is fixing what they can and listing sections needing repair when the water table recedes. We are seeing problems in older and smaller lines in the system, and we are purchasing a smaller camera head that is far more effective in 2” collection lines.

Crockett H.S. Sewer – We are receiving sewer flow from Crockett with no problems. We are still waiting for the County to tell us when we need to empty what is remaining in the old package plant at Crockett.

Pump Station Elimination – The meeting with TDOT has not taken place yet on the two areas with culverts under state highways (College St/11 E and 5-Points) in which we want to lay gravity sewer to eliminate pumps. That is mainly a result of the heavy engineering workload in the last three months.

Water

Water Treatment – The valves and the new pump have been installed in the Rock House Road pump station. The new valves in the pump station allow us to cut a pump off from the system without having to shut down the treatment plant. We had very old valves that did not work, so anytime there was repair or maintenance on a pump there, we had to shut the treatment plant down to cut the water off in the pump station. When we added the third pump, we replaced the valves and added variable drives so any of the pumps can be valved off for maintenance and all three pumps operate the same way and are interchangeable. This is a big step in our efforts to ensure we can get water out to our customers. Mr. Brumback shut the treatment plant down for half a day to get the valves in, but we had full tanks and everything went smoothly. Mark Brumback has priced repairs on an old high service pump at the Water Treatment Plant that is failing. We need this third pump repaired or replaced at the treatment plant, and there is an agenda item for the April meeting of the Board authorizing the low bid (\$38,000) to replace the pump and impellers, etc. with new equipment.

By-Products Reduction – We had our best test results ever the first quarter. Our staff is continuing to tweak our operation to keep by-product levels well below maximum limits.

Water Loss – We have purchased materials to replace sections of the old cast iron line on Main Street, between Oak Grove Ave. and 3rd Ave., and between Long View Drive and there the 24” water transmission line crosses E. Main Street, which is east of Vines Drive. Mike McCracken is still working with GRW on expanding our system zoning, especially to reduce pressure in the Leesburg area.

Transportation

Jackson Blvd – Boones Creek Rd Intersection – This project is still moving along slowly mainly due to inclement weather. It was supposed to be complete by May as I understand it, but Summers Taylor had a bunch of inclement weather days, and TDOT has also changed some aspects of the project, and I’m sure Summers Taylor got some time extensions for any of the changes.

Persimmon Ridge Road & W. Main Street – As far as we know the project is supposed to be let in May.

SR-81 at Persimmon Ridge Rd/Jackson Blvd – A request for an engineering/feasibility study has been sent into TDOT from the Johnson City MTPO (Metropolitan Transportation Planning Organization). If that request is approved, TDOT will pay for the transportation study.

2nd Ave/Woodrow Ave. Intersection. – We need the curb installed along 2nd Ave. in order to finish this project. We contract curbing, and we are going to combine the short section of curbing at 2nd Ave. with the curb that we need constructed down Franklin Ave. The Street Crew is getting close to being ready for that curb work on Franklin Ave.

N. Cherokee St./Smith Lane – Todd Wood and I have gone over the actual layout of the connector from N. Cherokee Street to Smith Lane. There is now a specific location for the actual connector street, and that was necessary to make sure that the radius of the turns at N. Cherokee and Smith Lane can actually fit within the 50-foot right-of-way. Using the correct curve radius for through traffic, we need a little more than 50-feet at N. Cherokee into Janice Randolph's property and at Smith Lane the proper radius cuts a little into Wolfe Development's property. I do not think this layout will be a problem for Ms. Randolph or Wolfe Development, but we need to get the metes and bounds correct for the right-of-way necessary to make this connector work properly. The information has been sent to McCoy Surveying, and we are waiting for their survey. This is necessary in order to get the final okay from Janice Randolph and to get the survey to Jim Wheeler to prepare the deed.

Glenn Berry of the MTPO has an agenda item for the MTPO meeting April 19th that includes amending the TIP (Transportation Improvement Program) to include \$300,000 to fund the traffic signal at Smith Lane and US-11E. Both Mayor David Tomita and Mayor Dan Eldridge have said they support the MTPO covering the cost of the signal.

Franklin Ave – The Street Crew is constructing the drainage system down the eastside of Franklin Ave. and that should be completed next week. They have to pave over the tile and create the solid base for a curb also on the east side of Franklin Ave. When the curb is in place, our crew will backfill the bank behind the curb and complete landscaping; and then the street will be repaved.

2nd Ave and Jackson Blvd – We want to construct the right turn onto 2nd Ave from 11E as soon as we can get to it.

Left Turn Lane 11E and West Hills Drive. – Dollar Tree is open. The BMA has already approved the Town's participation in constructing the left turn lane with the Town providing labor and equipment. Todd Wood has provided developer Russ Morris a cost estimate of materials and curbing that is a little over \$13,000 for the turn lane. Mr. Morris is fine with the cost, and I am sending him a memorandum of understanding that confirms the partnership arrangement, and

he will send in the materials payment. We probably will try to construct that that turn lane as soon as we get the payment and we finish Franklin Ave. It should not take too long because we do not have any drainage piping to worry about.

Paving. – We will pave Franklin Ave. when the infrastructure work is complete. West Hills is on the paving list, but if the church that intends to build up the hill on West Hill Drive moves forward with their plans, we will delay re-paving.

Grants

LPRF Grant – The contract began March 1st, and we are clearing out all paperwork regarding the environmental review and bank routing information. The work on the Town facilities at the west end of Jonesborough will free up our ability to move forward on the park construction.

CDBG Façade Grant – We will address this grant with the front end structural work with the Jackson Theatre.

Jackson Theatre – We have received approval from Rural Development in the entire project and can move forward. We are working on the RFP to go out on the structural steel work. We are continuing with work on the Stage Door building with the Carter County Work Camp Crew.

McKinney Center Parking – When the curb work is constructed on the east side of Franklin Ave., the Street Crew will backfill the slopes from the newer parking area to Franklin Ave. We will landscape and finish.

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

Note: Street Director Malcolm Highsmith has obtained the services of another Carter County Inmate Crew that only does right-of-way clearing. This actually is through TDOT. This crew is doing a great job on 11E and will be working on SR-354 next week.

4. Approve the following Operations Manager Report:

As you are aware, the inmate crew began demolition work on the Stage Door this month. At this point, we are pretty much complete with the demolition and are ready to start renovating the inside of the building. I have had two meeting with John Jacobs, the structural engineer, and am awaiting his assessment in order that we may begin work.

I also had the inmate crew replace four panels within the Visitors Center. These panels were left in plywood as a part of the roof project when the contractor

removed the leaking skylights. Once the panels were replaced, we installed lights in those panels and it helped the Center tremendously by adding the extra lighting.

I spoke with the electrician and have ordered additional lighting for the west side of the lobby and hope this will finally rectify the darkness of the lobby area.

I also utilized the inmate crew to assist in a project at the fitness center. We were able to acquire some additional cardio equipment through the LESO program. We had to rearrange the equipment in the center and add more electrical receptacles for the new equipment.

The Street Department finished the Fourth Avenue project. We have also moved the garbage totes off of Fourth Avenue onto the access road in hopes that it will eliminate the dumping problem we continually deal with each year on Fourth Avenue.

The Street Department began the final phase of the Franklin Avenue project. There were six additional catch basins to install and several hundred feet of drain lines. Four of the catch basins have been installed and most of the drain tile. The remaining two basins are smaller and are on the opposite side of the street.

These two basins will tie into the main drain tile on the east side of the street and will be short runs. Once this is complete, we will have the curbing contractor install the curbs. We will then finish the backfill and put the final coat of asphalt on Franklin.

I worked at length this month with the Police Department and the TBI on the officer involved shooting we experienced. Although we hate to see these types of incidents occur, it should remind us all of how dangerous the job is that these young men and women do each day.

I am happy to report that our officers' actions were exemplary and not only am I proud of how each of them handled themselves, I am very grateful that none of our officers were seriously wounded or killed.

I also assisted the Police Department in clearing Lowe's this past month when they received the bomb threat.

I am attaching the list of pending projects that Water Distribution currently has scheduled. As you can see from the list, it is very extensive. I will attempt to supply an update in next month's report on this project list, as well as the Street Department projects list.

Finally, we received notification of our new ISO fire rating for the Town. We remained a class 5; however, we have some serious deficiencies that need to be

addressed at some point and time. I would be happy to meet with you or any of the Board members to discuss the rating or answer any questions you may have.

5. Approve the following Committee Reports: Historic Zoning Commission, Board of Zoning Appeals, Jonesborough Planning Commission, and JRT Board of Directors.
6. Approve the following Supervisor Reports: Water Distribution, Building Inspector, McKinney Center, MBM Outreach Program, Police Department, Water Treatment, Fire Department, Street Department, Animal Control, Visitor Center Manager, Director of Tourism and Marketing, Solid Waste and Recycling, Environmental Services/Wastewater, Main Street Director, Senior Center, Parks and Recreation, Website Manager, and Fleet Maintenance.
7. Accept the resignation of Cody Hill, Water Maintenance Worker, with regrets.
8. Approve the hiring of Jeremy Proffitt as a Water Plant Operator Non-Certified at Grade 7, Step 1 (\$28,564), subject to all pre-employment conditions including WorkSteps.
9. Accept the retirement of J.W. Greene as Building Inspector effective May 31, 2018, with regrets.
10. Approve the hiring of William Scott Mays as Jonesborough's Building Inspector at Grade 16, Step 1 (\$44,312), subject to all pre-employment conditions.
11. Approve the 260-foot water line extension request from Kevin Hendricks on Roy Phillips Road, subject to all conditions in the Town's water line extension policy.
12. Approve Buchanon Pumps as the low bid contractor on a pump replacement project at the Water Treatment Plant for \$38,000 to be paid from the current Water/Sewer Fund budget.
13. Approve Police Officer Daniel Miller as the Caretaker at Persimmon Ridge Park under the terms of the Caretaker Agreement.

INSERT AGREEMENT

The next item on the agenda was the approval of the Financial Report. Mayor Vest said the Town's finances look to be in order. Alderman Sell asked about the March

net loss of \$75,957.51 in the General Fund. Ms. Miller said a large percentage of the property taxes were collected early this year. She said the Town has collected about ninety-five percent (95%) of 2017 taxes which is ahead of this time last year. Ms. Miller said there were also three payrolls in March which would account for the increased expenses. Mayor Vest asked Ms Miller to address the Water/Sewer Savings Account and Money Market Account. Ms. Miller said we have worked hard to pay down debt in order to set money aside, and there is a large bond issue that will be paid off in 2020. She said when we are able to put money in savings, we can then pay cash for equipment and projects instead of having to borrow funds. Mayor Vest said we have \$1,769,360.49 in the two savings accounts which is good news. Motion was made by Alderman Dickson, seconded by Alderman Countermine, and duly passed to approve the Financial Report as presented.

Communications from the Mayor was the next item on the agenda. Mayor Vest asked Sgt. Dennis Higgins to come forward to accept the Employee of the Month Award. Mayor Vest read the following:

I am writing this memo to express my desire to nominate Sgt Dennis Higgins for Employee of the Month. When Sgt Higgins came to the department, it didn't take long to see that he was a genuine kind person that really strives to make a difference in the lives of those he comes in contact with. Dennis has become well known around town by going out of his way to interact with citizens and business owners in Jonesborough. While there is a long list of instances I could cite, I would like to share a brief message we received on our department Facebook page from a citizen of the Town. This person said - "Just a shout out to the Jonesborough Police Department. Sergeant Higgins stopped and talked to me the other day out front of Food City and gave me a great story about helping me teach my son his worth. It's this kind of community that makes me love this place!" Sergeant Higgins isn't a fan of the spotlight, but actions like this continue to keep that light shining on him, our Department, and our Town. Submitted by: Jamie Aistrop, Police Major

Mayor Vest thanked Sgt Higgins for a job well done. He said after last month's incident involving our Police Department, we realize how important it is that we all feel protected and safe. He added that there are 30,000 cars traveling on Jackson Blvd every day. He said he appreciates the Police Department very much.

Mayor Vest asked that the following Senior Center Advisory Board members be reappointed: Jean Blackmore, Donna Olujani, and Yvonne Buford. Motion was made by Alderman Countermine, seconded by Alderman Dickson, and duly passed to approve the reappointment of Jean Blackmore, Donna Olujani, and Yvonne Buford to the Jonesborough Senior Center Advisory Board with terms expiring March, 2022. Mayor Vest said he talked with Alderman Dickson and would be appointing Alderman Dickson to committees in the near future.

Mayor Vest asked if there was anyone present representing United Way. Kristan Ginnings, the new CEO of United Way, and Gary McAllister were present. Ms. Ginnings

thanked the Board for all their support of United Way. Mayor Vest read the following proclamation in Recognition of National Volunteer Week 2018:

INSERT PROCLAMATION

Mayor Vest read the following Arbor Day Proclamation:

INSERT PROCLAMATION

Mayor Vest said that Social Media has become such a blessing and a curse; there is a lot of misinformation that can go out on Social Media. He said there are people who are disseminating false information that a methadone clinic is coming to Jonesborough, and he feels he has to address this. He said one of the places there is speculation about is in front of Food City where a business is breaking ground; the business is Advanced Financial, a cash advance business, not a methadone clinic. He said the Town has an Ordinance that addresses methadone clinics that prevents a clinic coming to Jonesborough as much as legally possible.

Alderman Communications was the next item on the agenda. Alderman Countermine said that the JRT presentation of "I Love a Piano" is a great production, and the Easter Eggstravaganza was a very good event.

Mayor Vest said there are a lot of great events coming up such as Music-On-The-Square, Brews and Tunes, Movies on Main, and all the festival events.

Town Attorney Comments was the next item on the agenda. Attorney Wheeler said a new lawsuit was filed against the Town in state court; the TML attorney is handling the suit, and he anticipates it will be dismissed.

Citizen Comments was the next item on the agenda. Jeff Dupre, 201 W Woodrow Avenue, addressed the Board concerning the open Alderman position. He said there are a lot of people who are interested in this position such as Mark Merriman, Principal at Fall Branch, who is a lifelong Jonesborough resident, and Diana Moore who is also a lifelong resident. He asked that the decision be postponed until the next meeting in order to give people time to express their interest.

Carol Salinas Lyle, 303 W. Main Street, addressed the Board concerning petty politicking going on in Jonesborough. She said there was a large political sign in her front yard that someone removed in the early morning hours. She called the Police Department and was told they could not do anything about it because she did not own the sign. She said she called the candidate to put up a new sign.

Mayor Vest said that politics in Washington County has become increasingly negative over the last four or five years. He said the negativity got into the Town of Jonesborough campaigns a couple of years ago. He said he hopes in the future

people will run for a position for the good of the community and not simply against other candidates. He said this Board wants to work together to improve life in Jonesborough.

Next, the Operations Manager Report that was pulled from the Consent Agenda was addressed. Alderman Sell said he wanted to address Mike McCracken's report but in no way was disputing Mike or his crew's ability. He said his question is about all the water lines that have to be installed and asked Mr. McCracken if he is equipped employee wise. Mike McCracken said he is not but he is going to talk to Mr. Ford and Mr. Browning about this during the budget process. Alderman Sell said the water system provides the cash flow for the Town. Mike McCracken said he has 20,000 feet of pipe in the yard now to be installed. He said his department has been short two employees for several years. Operations Manager Craig Ford said he wants to report this item to the Board each month like he does other projects. He said some of the projects are tied to a state road project or a grant. He said water line replacement is to maintain our system, and water line extensions add customers to our customer base; there is a lot of work but few of the water lines have a deadline. He said he will be updating the Board on these projects each month. Alderman Sell asked if we don't meet a grant deadline, what do you do. Mr. Ford said you can request an extension. Mr. Browning said one problem that Mike McCracken has had is the TDOT projects; the location for the one at Bailey Bridge has been changed by TDOT three times. He said the project at the corner of Boones Creek Road is another one that the Distribution crew has had to go back and rework, and the weather has been very hard, too. Alderman Sell said he wants to get the crew what they need, so that Mr. McCracken can get these water lines completed. Motion was made by Alderman Dickson, seconded by Alderman Sell and duly passed to approve the Operations Manager Report as presented.

Mayor Vest said he was going through Bob Browning's report, and it is a tribute to all the staff, Bob, and others the way they stay on top of all the projects we have going on. He said there are seventeen projects that are being juggled at this time. He said he feels we have done a good job for a long time with this.

The Special Events Permit application from JAMSA for Movies on Main and Soda Fest that was pulled from the Consent Agenda was the next item addressed. Mr. Browning said in the past Movies on Main was started in June and this request is for the event to begin in May. He said Jeff Gurley pays for the movies and Eric Hilton sets up the inflatable screen and is paid by Jeff Gurley. He said there has been concern expressed about the location of Movies on Main. He said anytime we stop through traffic on Main Street, we need to be sensitive to it. He said in the evenings on weekends, Melinda Copp works very hard with JAMSA to do a number of different activities that generate customers downtown who may also shop and eat. In the past Movies on Main has operated in the same location. He said he suggested that the event be moved to the eastside of the Courthouse because Main Street would not have to be closed. Mr. Gurley said if he was going to continue Movies on Main, he wanted it to remain on Main Street close to his business, the Lollipop Shop. He said sometimes there are as many as 200-300 people at this event. Bob Browning said Zak Jenkins is concerned about the streets being closed because he will soon be opening Main Street

Café on Friday and Saturday nights. Mr. Browning said a restaurant being open at night any day of the week is a critical component of tourism and downtown operations. He said May 19th is the opening of Movies on Main, and Soda Fest will also be going on at the same time; Soda Fest is going to be doing several other events that will require the streets to be closed from Fox Street to Second Avenue. He said Movies on Main will open at 8:30 pm the 19th. Mr. Browning said on the remaining weekends the streets will be closed from Fox Street to the east side of the courthouse for Movies on Main. He said Operations Manager Ford said we can put up a couple of barricades on the east side of the cross walk that goes up to the wedding loft and put a police cruiser there because we do not have bollards that can be installed there. He said one possibility is to approve Movies on Main for two or three weekends and see how the event affects downtown restaurants, and he added that the Town has always supported JAMSA. Mayor Vest said he feels there is no problem with Soda Fest or Movies on Main on May 19th. He asked if the streets have to be closed at 7:30 pm for Movies on Main which doesn't begin until 8:30 pm or could they be closed at 8:00 pm so that the dinner crowd would be done eating. Melinda Copp said the reason for the extra hour is that it takes about 45 minutes to set up the screen. Mayor Vest said he hates to see Main Street Café or any business affected by street closures. He said for MOTS the streets are closed at Second Avenue, and he sees no reason to block Main Street that far. He asked that we come up with a solution to this. Mr. Ford said the bollards are safer than a cruiser blocking the areas; bollards have to be installed properly. He said the Power Board helped auger the spots for the bollards that we have because there is so much underground power, etc. Mayor Vest said this needs to be addressed during budget this year. Alderman Sell said he is not an advocate for closing the streets for any event. He said as a business owner he understands traffic movement. He said any event that can be held anywhere except Main Street would be better for the downtown businesses. He said the Town has Police and Street Department overtime involved when streets are closed. Alderman Countermine said he would recommend approving the May 19th event. He said JAMSA is stronger than it has been in twenty years, and they work well together. He said he would like to have JAMSA discuss this and send a recommendation back to the Board next month. Mayor Vest asked Zak Jenkins, Main Street Café owner, when he is planning to open on weekends at night. Zak Jenkins said he was going to open starting May 4th on Friday and Saturday nights through October. Bob Dunn, from Tennessee Hills, said moving the event to the east side of the courthouse could be a conflict with the events that they are planning in the Parsons Table parking lot that would occur at the same time as Movies on Main. Bob Browning informed Mr. Dunn that he needs to submit any event request early enough prior to the event for BMA approval.

Motion was made by Alderman Countermine, seconded by Alderman Sell and duly passed to approve the request for Movies on Main and Soda Fest for May 19th, 2018, and table the remainder of the request so that JAMSA can discuss Movies on Main and possibly make a revised request at the May BMA meeting, subject to proof of insurance and the Hold Harmless Agreement.

The next item on the agenda was the filling of the Alderman vacancy on the Board of Mayor and Aldermen. Mayor Vest said he is pleased that they have had so much interest in the position of Alderman. He said there are many thoughts on how to proceed with filling this position. He said a plan needs to be developed so that when there is a vacancy on the Board, there are guidelines for filling it. He said when there is a vacancy, he feels it should be filled the following month. He said anyone who is interested in the position should contact an Alderman, Mayor, or Town Hall and express his or her interest. He said Alderman Countermine had suggested that anyone interested in filling the position submit a brief letter that includes background (education, work experience, etc.), reason for wanting to serve, and vision for Jonesborough. Mayor Vest said any person on this Board should have a passion for serving the people of Jonesborough. He said people bring different focuses as Board members; Alderman Sell is prudent on spending; Mayor Vest said he looks at low taxes and efficient government; Alderman Countermine looks at quality of life issues; and Alderman Dickson looks at serving all of the community and doing what is right. Mayor Vest said he feels these are qualities all Board members should have. He said the person that fills this position should be open minded, free to vote his or her conscience, and have the best interest of the Town at heart. He said there are two thoughts on how to move forward on the Alderman appointment tonight: to have a Board member nominate a person to this position tonight to fill the position until November or defer this item until May, giving anyone interested the opportunity to communicate his or her interest.

Alderman Countermine said he has changed his mind a couple of times on this issue. He said he often says, if you have been around him, that he is a believer that a difference of opinion is a good thing because it makes us think, and as long as people are respectful of each other, sharing differences can be positive for everyone. He said he was very apprehensive about this meeting tonight, and after talking with his wife, she told him to speak from his heart. He said we cannot please everyone. He said when Kelly Wolfe resigned last month, he was surprised. He said he went home and talked to his wife about a fourth Alderman. He said they talked about who would be good and could step right into the position for the next six or seven months. He said he has been on the phone more this month than any other month in his life, has encouraged people to advocate for this Alderman position like Zak Jenkins, Katelyn Yarbrough, Dianna Moore, Mark Merriman and Kim Carmichel, who he doesn't know but appears very qualified. However, if the Board does it that way, then we have to analyze each person in front of everyone in the meeting which could cause even more hard feelings. He said in the end he wants what will be the least disruptive for Jonesborough and what will be the best for moving Jonesborough forward. He said he encourages, no matter what happens tonight, that Dianna, Mark, Zak, Katlyn, and others to come to the meetings to get a feel as to what it means to be on the Board and added that there are not many people who do that. He said the week after Kelly Wolfe resigned, the first call he made was to Virginia Causey because he thought she had the ability to step in and fill the vacant Alderman position; she has been at all the BMA meetings, worked for the Town for many years, and would not have a big learning curve. He said he is sure there are people that do not agree with this, but those people can pick up their papers, qualify, and run for the Board in November. He encouraged citizens to get a Board meeting

packet and look at what the BMA does, and added that it takes time to serve on this Board and requires a lot of effort. He said he believes that Virginia Causey will do that. Alderman Countermine then made the motion to appoint Virginia Causey to fill the vacant position of Alderman until the election in November. He said he has not talked to Alderman Dickson or Alderman Sell about this but has talked to Mayor Vest; he was very careful because he believes in the Sunshine Law. He said he had discussed the Sunshine Law with Attorney Wheeler and would like it addressed again in the near future because it is important. Alderman Countermine said he believes that Virginia has a heart of service and has shown it; she loves the employees and he believes she can serve as Alderman without missing a beat. He said he did not know whether it will get a second but that is his motion.

Alderman Dickson said this has been a difficult issue for him and having no one to talk to has made it more difficult. He said he admires Alderman Countermine, and we should treasure Alderman Countermine's loyalty, passion, and allegiance to the Sunshine Law. He said we are in a unique situation because normally the people decide who fills Board positions. He said now the Mayor and Aldermen must decide how to move forward. He said he feels the Mayor is wise to think about the future on how to proceed with appointments like this. He said one thought that came to his mind was whoever sits on the Board will only be in the position until November. If that person wants to qualify and run in November, that is quite an undertaking. He said it would be unfair to an individual without experience to come on the Board and have to turn right around and run again. He said if there is someone who could hit the ground running and could move into the position immediately with a knowledge of Town business and Town protocol, it would behoove us to think about moving in that direction and at the same time encourage others to run for office and participate in the process of getting elected by your peers. He said as an Alderman who was appointed, he appreciates that Alderman Sell and Alderman Vest voted for him, but it is more exciting to wake up the day after a Town election and know the Town's people elected you. He said we all know Virginia Causey, and added that he grew up with her daughter, Misty, son, Frankie, and have known Bud and Virginia Causey for a long time; they are fixtures in Jonesborough and care about Jonesborough. He said he believes that when we talk about a vision for Jonesborough with open mindedness that we will not get any better than Virginia in terms of understanding local Jonesborough dynamics and the whole of Jonesborough; that's not to say that other people don't, but he knows that Virginia does. He said he concurs that Virginia Causey would be a good Alderman.

Alderman Sell said he agrees with Aldermen Countermine and Dickson and feels this is a wise motion to make. He said there are a lot of people in the Town who are qualified and said with his seat and Mayor Vest's seat up for reelection in November, there will be three seats available for anyone who wants to run in November. He said some people called him who were interested in the position, including friends and customers, and we don't want to upset anyone. He said with that being said, he would like to second the motion made by Alderman Countermine. Mayor Vest said we can instruct the staff and Board to put together recommendations on how to handle BMA appointments in the future. Mayor Vest asked Virginia Causey if she would accept the

appointment of Alderman to fill the vacancy until the November election, and Ms. Causey said she would. Mayor Vest said we have a motion from Alderman Countermine and a second from Alderman Sell to appoint Virginia Causey to fill the vacant Alderman position to serve until the November, 2018, election. Mayor Vest called for a vote. Alderman Countermine, Alderman Sell, and Alderman Dickson voted aye and the motion passed. Mayor Vest said he feels this was a wise decision and appreciates everyone who expressed an interest in the vacant Alderman position. He said he was going to try to mend some fences before the November election and hopefully the next election will be less contentious than the previous. Mayor Vest welcomed Ms. Causey to the Board and asked Chancellor Rambo to come forward to swear Ms. Causey in.

Chancellor Rambo said he came here twenty-two years ago and from day one Virginia Causey made it clear that she was his "Town Government Mother" and is sure a lot of Town employees got the same treatment; she is a wonderful lady. He then administered the Alderman Oath of Office to Virginia Causey.

Mayor Vest said getting a plan together is very important to fill BMA vacancies in the future. He said we were fortunate to have Adam Dickson to fill the position last month. He said we had talked about deferring tonight's appointment to the next meeting, but we just wanted to get the right person to join the Board and do what is right for Jonesborough. He said hopefully no one takes offense to this action.

The next item on the agenda was the second reading of an Ordinance amending the Zoning Ordinance related to Incidental Home Occupations. Mayor Vest said this is to add more stringent guidelines for parking for home occupations. 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 5, Section 11-513 (5) Incidental Home Occupations by adding new subsections 11-513 (5) (a) (xiii), 11-513 (5) (a) (xiv) and 11-513 (5) (a) (xv) as well as amending subsections 11-513 (5) (b) in its entirety.

INSERT ORDINANCE

The next item on the agenda was an Ordinance clarifying language in Ordinance 2012-09 related to stormwater and Ordinance 2003-04 inadvertently left out of the Municipal Code. Mayor Vest said Bob Browning and Abbey Miller have been reviewing ordinances to tie up loose ends, and he appreciates their efforts. Mr. Browning said there is one additional correction on the establishment of zoning districts in Section 11-504; the Treatment Facility Overlay Zone is not listed and should be and will be corrected before second reading. Motion was made by Alderman Sell, seconded by Alderman Dickson, and duly passed to approve on first reading an Ordinance making the following corrections to Ordinances previously passed by the Board of Mayor and Aldermen in which errors occurred affecting the intended content of the Ordinances:

1. Ordinance previously numbered 2012-09, the Peak Stormwater Management, Erosion and Sedimentation Control Ordinance, is amended by adding the phrase “seeded and/or stabilized” to the end of the third sentence in Section 11-208 (5), Plan must contain measures to meet approved standards, and in Section 11-224 Improvements needed at existing locations/developments determined by the Building Inspector and/or Director of Streets, and changing the first sentence by adding “by either the Building Inspector, Director of Streets, or any other designated enforcement officer.”
2. Ordinance previously numbered 2003-04, the Ordinance prohibiting adult-oriented businesses in Jonesborough, is re-adopted in its entirety which includes an updated and current list of zones established.

INSERT ORDINANCE

The next item on the agenda was an Ordinance inserting the Privilege Tax for Manufacturing Intoxicating Liquors in Jonesborough in Section 2-109 of the Municipal Code. Mayor Vest said this is just a correction to get the provision in the code; when the provision establishing the Manufacturing Intoxicating Liquors Privilege Tax was approved by the Board it did not have a title and chapter number necessary to insert it in the Municipal Code. Motion was made by Alderman Countermine, seconded by Alderman Sell, and duly passed to approve on first reading an Ordinance locating the manufacture of intoxicating liquors privilege tax as Title 2, Chapter 1, Section 2-109, of the Jonesborough Municipal Code as follows:

INSERT ORDINANCE

The next item on the agenda was an Ordinance replacing Title 13, Chapter 2, Sewer and Wastewater Treatment. Mayor Vest pointed out that all the changes are in bold. Motion was made by Alderman Sell, seconded by Alderman Dickson, and duly passed to approve on first reading an Ordinance replacing Title 13, Chapter 2, Sewer and Wastewater Treatment of the Jonesborough Municipal Code in its entirety.

INSERT ORDINANCE

The next item on the agenda was the establishment of a meter re-installation fee for circumstances in which the Town has to pull a meter to keep customers from stealing water from the Town’s water system. Alderman Vest said he feels that the fee should be higher. Mayor Vest said we are talking about theft and \$100 is not much to deter theft, and he suggested increasing the fee to \$250. He said we have to send staff out to pull the meter then re-install the meter, and they have to be paid, and he does not feel that \$100 recoups the Town’s cost. Artie White, Meter Department Supervisor, said it is time consuming and costly because you have manpower, a vehicle going back and forth, the cost of a lock and possibly having to install a new meter. He said there are more of these now than in the past. Craig Ford said it is a theft; you site the person into court, and then you have to prosecute the case. Abbey Miller said we have been charging a

\$40 cut off fee plus a \$100 reinstallation fee for all of this. Mayor Vest said we need to make people aware of the fee for anyone tampering with the meter. Mr. Browning said more than likely the Town will have to take someone to court in order to get the fee because we don't have the ability to collect like the court system does. He asked Attorney Wheeler if the court tells them they have to pay on a certain schedule for the amount past due and they do not pay then would they be subject to going to jail. Ms Miller said the meter is not put back in until the fee is paid. Attorney Wheeler said after court we can garnish wages and it goes on your credit report. He said if they are going to reconnect to our system, then to pay the Recorder's office in advance is the best way. Mr. Wheeler said if the offense is in civil court, there is no option of jail time if a fee is not paid. He said the offense would have to be in criminal court for jail time to be an option. A brief discussion took place on the possible criminal charge for water theft.

Motion was made by Alderman Sell, seconded by Alderman Countermine, and duly passed to approve an Ordinance establishing a two hundred fifty-dollar (\$250) meter re-installation fee for any customer who tampers with a water meter or lock on a water meter that results in the Town removing the meter from the meter box assembly.

INSERT ORDINANCE

The next item on the agenda was the approval of a bid for the fleet maintenance/wastewater building facilities. Mayor Vest said this is another item where the Board is thinking ahead. He said we have to get our garage moved to the lower end of Town to enable us to start work on the new park behind the Senior Center. Mr. Browning said the Board had approved up to a \$750,000 capital outlay note to fund the three-buildings associated with the fleet maintenance facility and wastewater building. He said the funding was in place, and we got a good interest rate on the note. Mr. Browning said we have quite a bit in reserve, and Ms. Miller has recommended that we limit the capital outlay note to \$500,000 and use reserve funds to fund the rest of the cost of the project. He said we intend to use the Carter County inmate crew labor for internal improvements once the buildings are erected, which makes it difficult to determine the specific total cost, but he feels it is close to the \$750,000 budget for the projects. He said within the water/sewer budget this year there is \$250,000 non-appropriated revenue so there is flexibility within this year's budget. Mayor Vest said on the actual bids that came in, is there a way to get a final cost on each one. Mr. Browning said the Duro-Beam bid did not include installation. The Buck Steel bid was for materials and installation, and he compared the material cost from Buck Steel with the same cost from Duro-Beam. Buck Steel's material cost was much lower. Mr. Browning said on the three buildings the timeline from Buck Steel is as follows: a total of 14 weeks on the shed, 17 weeks on the Wastewater building, and 20 weeks for the fleet maintenance building. He said these schedules overlap. Mr. Browning said we have some work to do before Buck Steel can install the buildings. Alderman Sell asked if there needs to be any deadlines in place for installation. Attorney Wheeler said deadlines will be addressed in the contracts. He said with the Senior Center there was not a time requirement because we had a Senior Center in operation at another location. He said we can ask for deadlines and see if it makes any change in price. Mr. Browning said there is a fifty percent of materials cost

payment requirement on the front end and the balance after completion. Jeff Dupre in the audience suggested a completion bonus if the job is completed early. Mr. Browning said that could be looked at. Mayor Vest said he is not sure if they need a bonus for completion, but it is something to take into consideration. Motion was made by Alderman Countermine, seconded by Alderman Dickson, and duly passed to approve the low bid from Buck Steel for materials, installation, and design of three clear span metal buildings to be constructed at the westend of Town on Town property for a bid of \$264,680 for the fleet maintenance building, \$85,010 for the equipment shed building, and \$142,470 for the Wastewater building, all meeting bid specifications, with funding coming from a \$500,000 capital outlay note and the balance of building costs from Water/Sewer Fund reserve funds.

The next item on the agenda was the renewal of a Certificate of Compliance for retail food store wine sales for KVAT's Food City store in Jonesborough. Motion was made by Alderman Countermine, seconded by Alderman Sell, and duly passed to approve the Certificate of Compliance for KVAT's Food City Store #640 located at 500 Forrest Drive in Jonesborough, as required by State legislation for food stores selling wine.

The next item on the agenda was the approval of the Building and Advertising Standards and Guidelines adopted by the Jonesborough Historic Zoning Commission. Motion was made by Alderman Sell, seconded by Alderman Countermine, and duly passed to accept the changes to the Building and Advertising Standards and Guidelines adopted by the Jonesborough Historic Zoning Commission.

INSERT GUIDELINES

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

ABBEY MILLER, RECORDER

CHUCK VEST, MAYOR