

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

MAY 11, 2015

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Monday, May 11, 2015, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Wolfe called the Public Hearing to order and said the only item to discuss was the Ordinance regulating the placement of wireless transmission facilities or telecommunication towers within the corporate limits of Jonesborough. There were no public comments.

The Public Hearing was adjourned.

ABBAY MILLER, RECORDER

KELLY WOLFE, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

MAY 11, 2015

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, May 11, 2015, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Kelly Wolfe called the meeting to order and led in an opening Prayer. A group of local Boy Scouts 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. Motion was made by Alderman Countermine and seconded by Alderman Vest to approve the Consent Agenda as presented. Mayor Wolfe asked Alan Hayes to come forward to explain the General A.E. Jackson Iron Cross of Honor Ceremony scheduled for May 30, 2015. The Mayor then announced a celebration at Washington College Academy to showcase the Academy on June 13 & 14th. Attorney Wheeler said that the Special Event Permit Application for the Pioneer Pride 5K needed to be pulled from the Consent Agenda due to no proof of insurance. He added that there is a letter from the insurance company that states they cannot write the policy earlier than thirty days from the event. Ms. Conger said she has worked with David Crockett High School on this, and they will get the insurance thirty days before the event and provide the proof to the Town. Attorney Wheeler said even so this item needs to be voted on separately and not as part of the Consent Agenda. Alderman Countermine and Alderman Vest amended the motion to approve all the items except the Pioneer Pride 5K application. Motion passed.

1. Approve the minutes for the March 23, 2015, and April 13, 2015, BMA meetings.
2. Approve the following April bills for payment:

INSERT BILLS

3. Approve the following Town Administrator Report:

Wastewater Improvements

As I mentioned last month, we have been having some electrical issues at the WWTP, and we have a meeting in Jonesborough set up with May 12th with GRW's engineering personnel from Nashville and Lexington, Kentucky, along with the contractor go over the status of anything that needs to be changed or corrected. This meeting will make sure that everyone is on the same page and our staff is comfortable that we have minimized the likelihood of problems in the future.

We have been given authority by Rural Development to use the remaining \$126,000 of project grant funds for additional improvements at the WWTP. In this situation the Town will be operating more or less as the general contractor, so we will be bidding out fencing, additional paving and concrete work all separately in order to get the best value. I have the information necessary to develop the specifications, and we expect the additional bids to go out next week.

Ashley Meadows Sewer – Elizabethton Federal has “stone walled” the agreement that would allow the sewer collection line serving Ashley Meadows to be completed. We are currently pumping a manhole because there is one new home in the subdivision that is now occupied. The recommendation to the BMA at the May meeting is to condemn the property needed for utility service and infrastructure improvements to the Meadows Subdivision and properties to the east.

David Crockett H.S. Package Plant – The application for CDBG funds to connect Crockett H.S. to the Jonesborough sewer system has been submitted and is under consideration.

Water

Water Loss – The BMA has been recently updated on progress with our water loss reduction project. A CDBG application for funding to comprehensively address water loss has been submitted to the TN Dept. of Economic and Community Development. Also our staff has been working with GRW Engineers on Zone 3, and we expect recommendations on improvements needed to stabilize pressure in Zone 3 to be submitted very soon by GRW.

Rock House Pump Station/Plant Flooding – We have made all of the repairs needed; and Mike Jackson is looking at what it would take for us to install a third pump in the Rock House pump station.

By-Products – We are sending out correspondence to all of our water customers along with our annual Water Quality Report that discusses our “violations” related to by-products levels in certain sections of our system with “old” water. These are in a couple of locations with dead-end lines with few customers. We test in these areas because these are the most likely locations for higher by-product levels to occur. I have attached the correspondence going out to our customers. We have installed automatic flush valves on the end of the lines in which the higher by-product levels have occurred.

E. Main Street – The BMA funded in this year's water/sewer budget the cost of replacing the cast iron line along E. Main Street from Lincoln Ave to Longview. We have to connect the new Senior Center to this water line and we did not want these new fire lines and water service lines to be connected to that very old cast iron line. Water Distribution is currently installing a new 8” ductile iron line on E. Main Street and has already installed a 6” ductile iron line up Longview that replaced the PVC line there. These improvements are necessary to reduce the likelihood of water problems at the Senior Center. We have a ductile iron water line coming up N. Lincoln Ave that will connect into the

8" ductile iron line now being constructed in front of the Senior Center. This interconnectivity makes it very unlikely we will have to close the Senior Center in the future because of problems with the old cast iron line.

Transportation

Persimmon Ridge Rd & Shell Road – Baker Construction is on the job, and with the recent good weather has made substantial progress in cutting down the slope on the Cloyd property. We are currently raising the level of Shell Road and have it blocked between Charlem Hills Drive and Persimmon Ridge Road. The slope work our staff is doing along Gerald Sparks' property is complete, and Wally Sparks is working to get it sown down in grass. We hope to be finished in two weeks.

We have not had any follow-up correspondence with TDOT on their undertaking the intersection improvement project at Persimmon Ridge Road and W. Main Street. We assume they will not initiate design until we are to totally finished with the grading project going on now on the Cloyd project.

Woodrow Ave/2nd Ave – We just need to finalize the details with John Buchanan. We cannot get to it for quite a while because of all the other projects going on.

Jackson Blvd/SR-354 – Still under design as far as we know.

W. Jackson Medians – Staff still needs to make contacts with certain businesses on the north side of Jackson Blvd across from Family Dollar.

Grants

LPRF Walkway/Playground Grant – We have been cleared to close out the project, but have not received the final reimbursement request.

Safe Routes to School – We have received comments on the design from TDOT last week, and are clarifying a few more issues. We hope to be authorized by the end of May to obtain the construction easements necessary to initiate work.

T-21 Walkway Grant – A request has been made by TDOT in Nashville to the Federal Highway Administration to obligate the funds for the project. We are currently on "hold" with that request because the FHA also has to obligate the funds for the gated railroad crossing at 2nd Ave through the Johnson City MTPO (Metropolitan Transportation Planning Organization). It is supposed to be funded at 100% and the FHA is questioning whether it should be 80%. Glen Berry of the MTPO is contacting the necessary people to clear this up, and he says the funds were committed initially at 100%.

Jackson Theatre

Jonesborough's Community Facilities Loan application is in Nashville, and RD has asked a couple of questions about floodplain elevations. That information has been sent to Rural Development, and we are hopeful that they will approve our funding request this month.

The inmates have completed most of the demolition inside the building. We have been working on the design layout, and we have some issues with the amount of space, or the lack of it, for restrooms and concessions. I will provide the BMA an update on the progress with design in the next week. We still do not have the application guidelines for a CDBG façade grant application, but we continue to work through the planning process so we will be ready with our submittal when the application deadline is announced.

Senior Center

Despite all of the negative interactions going on related to our relationship with Rainey Contracting, we are making much more progress toward finishing the building. We are working on bid specifications to bid out the furniture and furnishings for the building, and Craig Ford and our staff are working hard to move the exterior improvements along like parking and landscaping. I have spent a good deal of item with various communications trying to keep the project on course; we'll see. Mary Sanger is doing great, and Joan Miller had her retirement party, Friday May 8th.

Downtown Streetscape Plan

We are waiting for Bill Bledsoe and Mike Beard to finish the kiosk map. It is close, and apparently Mike was sick for an extended period. Hopefully it will be this month. All the other signage is in place. We have not undertaken all the landscaping around the Courthouse, but everything else is done.

Chucky Depot

Town staff has been working in the foundation and footers have been poured. The inmate crew will begin block work soon, and most of the utilities have been brought to the building site.

Model Railroad Museum

We received a proposed agreement from ETSU this week. I glanced through it, and found a couple of areas we need to modify. I hope we can work through the details to bring the agreement to the BMA in June.

Municipal Garage Planning

The Community Design Assistance Center staff has presented the design schematic to our staff and received very positive feedback. CDAC is making some small adjustments and they will send us a final schematic this month. The plan is excellent, and I will get it to the BMA with an update when we get it from Virginia Tech.

Community Park – Behind New Senior Center

CDAC also submitted a final plan to the Tree and Townscape Board and the T&TB unanimously approved the final schematic. Many members of the Senior Center Advisory Committee were at the T&TB meeting as well, and they all thought the plan was great. CDAC is making some small adjustments and they will be sending us the final plan this month. We have met all of matching requirements for CDAC's grant work with our staff time, survey costs, etc. in the project.

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:

The demolition of the Jackson Theatre was completed the month of April. I have met with the structural engineer, the architect, and the engineer Todd Wood regarding the renovation of the Theater. It is my understanding that these three will work together on a design for the renovation.

The Chuckey Train Depot project is now underway. The water line has been installed, as well as the power and the communication lines. The street lights have been installed on the site as well. The footers have been dug and poured and the block foundation has been completed. The block box has also been constructed for the floor scale. We will begin re-building the structure the week of May 11.

The Town's work on the senior center site has progressed rather slowly, due in part to the amount of construction materials on the site. On Tuesday May 05, I instructed Town staff to move the material to another site on the garage property that we prepared for that purpose. It took the street department the better part of the day to have these items moved.

The domestic water line has been installed. The sewer has also been installed. The drainage tiles have been installed on the north side of the building and we are currently working on the installation of the drain tiles on the west and south sides of the building. If the weather continues to cooperate, I anticipate completion of the drain within the week.

The downspout drains have also been installed. These were spotted in the wrong location and the street department had to re-locate them. At any rate, the drains have been installed on the north side of the building and we will install the drains on the south side once we complete the drain tile from the catch basins.

The surveyor is on site at the time of this report to shoot the final grade and lay out the actual parking lot. This will probably take a couple of days. Once this is complete we can start working toward final grade in the parking lot to begin installation of the stone, asphalt, curbing, and sidewalks.

I have had numerous meeting on the senior center site the past month with Rainey construction, architects, engineers, sub-contractors, and the Power Board.

I have met with the Power Board a couple of times and we now have a design for the street lights. We will begin installing the conduit for the street lights within the week.

The project has also been started on the Cloyd property. It is progressing. The contractor is ready to shoot the grade on Shell Road in order that we can proceed ahead with the design. I am hoping to finish this project within a couple of weeks if the weather cooperates.

If you will recall on last month's report, I advised you that the order had been placed for the street light plan at the Five Point circle. As of the end of last week, the lights had not been installed. I inquired to the project engineer about the installation and he stated the delay was due to the project being on a State route. Any lighting now has to be approved by TDOT. He advised me that the project had been approved by TDOT and the street lights should be installed by May 08, but no later than May 15.

Medians 2, 3, and 4 were replanted in April with river oats. This replaces the grasses that were removed last fall.

5. Approve the following Committee Reports: Historic Zoning Commission, Senior Center Advisory Committee, Water/Sewer Liability Fund, Visitor Center Committee, Planning Commission, and Board of Zoning Appeals.
6. Approve the following Supervisor Report: 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. Approve the hiring of the additional Wetlands Water Park employees and their compensation as follows:

<u>Employee</u>	<u>Position</u>	<u>Pay Rate</u>	<u>Grade</u>
Jacob Anderson	Head Lifeguard	8.50 per hour	4
Taylor Rice	Head Lifeguard	8.50 per hour	4
Riley Smith	Lifeguard	7.50 per hour	4
Jeremy Houston	Lifeguard	7.50 per hour	4
Madison Rambo	Slide Attendant	7.30 per hour	3
<u>Employee</u>	<u>Position</u>	<u>Pay Rate</u>	<u>Grade</u>
Josh Smith	Lifeguard	7.25 per hour	4
Thomas Merriman	Lifeguard	7.25 per hour	4
Sam Pleasant	Lifeguard	7.25 per hour	4
Kalie Pierce	Lifeguard	7.25 per hour	4
Cynthia Dillow	Slide Attendant	7.25 per hour	3
Shianne Millborn	Slide Attendant	7.25 per hour	3
Geordyn Waddle	Slide Attendant	7.25 per hour	3
Anna Waddle	Slide Attendant	7.25 per hour	3
Kaitlyn Rice	Slide Attendant	7.25 per hour	3
Flavio Sanguinetti	Slide Attendant	7.25 per hour	3
Garrett Bray	Cafe	7.25 per hour	2
Emily Wilson	Cafe	7.25 per hour	2
Brittany Canipe	Cafe	7.25 per hour	2
Megan Woodfin	Cafe	7.25 per hour	2
Allison Flannary	Cafe	7.25 per hour	2
Trevor Henley	Cafe	7.25 per hour	2
Madison Grindstaff	Cafe	7.25 per hour	2
Nathanial Massey	Cafe	7.25 per hour	2
Dylan Stout	Cafe	7.25 per hour	2
Robbie Lane	Cafe	7.25 per hour	2
Josh Bruni	Cafe	7.25 per hour	2
Emily Palmer	Cafe	7.25 per hour	2
Christian Canter	Cafe	7.25 per hour	2
Emily Garland	Customer Service	7.25 per hour	2
Donna Honeycutt	Customer Service	7.25 per hour	2
Emily Pack	Admissions	7.25 per hour	2
Mitchell Kern	Maintenance	7.25 per hour	2
Dustin Triplett	Maintenance	7.25 per hour	2
David Durbin	Maintenance	7.25 per hour	2

8. Accept the resignation of Mike Reid, Public Safety Officer, with regrets.
9. Approve the following revised position description for the Water Quality Specialist in the Water Distribution Department.

**WATER DISTRIBUTION
WATER QUALITY SPECIALIST
JOB DESCRIPTION**

GENERAL:

This employee works under the direct supervision of the Water Distribution Superintendent. The Water Quality Specialist is responsible for performing technical duties in the inspection, testing, sampling, and flushing of the distribution water system to ensure compliance with federal and state mandated requirements. An employee in this class performs a full range of duties including the collection of water samples within the distribution system as required, sampling in new pipelines and customers' homes, and new site inspections of backflow assemblies. The employee must be able to perform tests to determine Ph, chlorine residuals and bacterial content, and shall be responsible for maintaining compliance documentation of records such as required by the local, state and federal guidelines. A significant responsibility will be in working in the Water Quality and Backflow Prevention Program which involves continual learning in order to understand and stay current with regulations and procedures. An incumbent in this class also will be required to interact regularly with other

Town employees. The position performs related duties as required in various divisions, and oversees the Cross-Connection program.

ESSENTIAL JOB FUNCTIONS:

- Oversees the operation of the Town's Cross-Connection and Backflow Prevention Program, informs the general public of regulations and requirements regarding cross-connection and backflow prevention codes.
- Maintains a good working relationship with building contractors and industrial officials providing information regarding regulations and answering general questions.
- Communicates clearly and accurately in negative situations, such as dealing with customer complaints.
- Effectively communicates with Jonesborough water customers in regard to water quality issues such as taste, odors, discoloration, and health issues.
- Schedules testing in the system with engineering inspections and the general public.
- Attends training courses as required by Water Distribution Superintendent or regulatory agency(s).
- Carries out inspections of potential cross-connections in Jonesborough's water system that might contaminate the finished drinking water.
- Works with consulting engineers and staff to keep information on the system hydraulic models up-to-date and accurate.
- Collects readings of master meters and pressures in various sections of the water system as needed.
- Other duties as assigned by Water Distribution Superintendent and/or Town Operation's Manager.

OTHER FUNCTIONS:

- Learns operational and maintenance practices of the water distribution system.
- Learns and applies federal, state, local laws, codes and regulations pertaining to backflow and water quality compliance.
- Assists in the analysis of the sample results for water quality compliance.
- Collects, records, and reviews data related to backflow program administration and water quality compliance issues.
- Verifies field data as needed.
- Functions in a changing regulatory environment, which requires constantly updating knowledge and skills.
- Learn job related material through on the job training and classroom setting.
- Work in a self-motivated environment with limited supervision.
- Prioritizes work assignments.

QUALIFICATIONS / REQUIREMENTS:

- At least three years' experience in the Water Distribution field.
- Must have computer related skills such as Microsoft Word, Auto-Cad, Excel, etc.
- Must possess a valid Tennessee Class A commercial driver's license (CDL) with the endorsement N or the ability to obtain said license within 90 days from employment.
- Must possess a Class 2 Distribution Certification or the ability to obtain said license within 24 months from employment.
- Must possess a Cross-Connection Certification within 12 months from employment.
- Must share in the responsibility of the on-call duties, and be able to make supervisory decisions.
- Must be able to assist in the supervision of the Water Distribution Dept. in absence of Superintendent or Assistant.

PHYSICAL REQUIREMENTS:

- Sees that the equipment that needs calibrating is kept up-to-date, and recognizes correct data.
- Performs water pressure tests of the distribution system using hand-held gauges and pressure recording charts.
- Performs distribution system flushing operations which require using valve wench to open and close blow-off valves and fire hydrants.
- Use of a pick and shovel to locate valve boxes and restore landscape after flushing.
- Use of common hand tools for installing sampling equipment, repairing backflow prevention assemblies, and maintain equipment.
- Enter data and updates files in order to meet Local and State requirements.
- Performs duties in a variety of weather conditions.
- Meets scheduling and attendance requirements.
- Use of both hands and feet for operation of department vehicles and equipment.

SENSORY REQUIREMENTS:

Tasks require good perception and vision. Must be able to hear safety alarms on equipment and to clearly hear and understand oral instructions with machinery operating and in somewhat stressful situations. Will be exposed to noise, fumes, and chemicals.

REQUIRED KNOWLEDGE AND ABILITIES:

- High school graduate or equivalent.

- Knowledge of techniques in taking water samples and performing the related tests.
- Operational and maintenance practices of water distribution system, characteristics of water pressure and flow.
- Basic and complex tools and equipment used in water monitoring and backflow prevention work.
- Basic mathematical principles used in calculating measurements and calibrations.
- Installation maintenance and operation of backflow prevention assemblies.
- Occupational and safety precautions of the work place.
- Ability to learn the Ordinances of the Town, rules and regulations governing the sampling of the distribution system;
- Maintain equipment, maintenance files to track system performance and maintenance procedures.
- Flushing of water mains and blow-off valves in response to water quality complaints.
- Test water samples for chlorine, conducts routine inspections of facilities to determine compliance with backflow prevention codes.
- Responds to complaints concerning water quality, investigates the complaints, and provides accurate information as to the source of the problem.
- Assists in the maintenance and repair of the Town owned backflow prevention assemblies.
- Must be able to enter and retrieve data from computer using Microsoft Word, Excel, etc.
- Assists in developing and implementing sampling plans in response to a changing environment,
- Ability to write correspondence and reports pertaining to water quality and backflow.
- Works with other Town departments as directed to achieve administration goals and objectives.
- Ability to communicate effectively with public and assists the water quality inspectors (TDEC).
- Ability to communicate work tasks, assign staff duties, and provide effective leadership within the Water Distribution Department.
- Other duties as may be assigned.

Grade 12

10. Approve the Special Events Permit for the American Cancer Society's Relay for Life to be held in downtown Jonesborough on Saturday, July 25th, with Main Street and associated side streets (except the Farmers Market Area) being closed between 9:00 a.m. – 11:00 p.m., along with the ISC building under the

lease agreement terms, subject to the Town Attorney's review and acceptance of the Hold Harmless Agreement and Proof of Insurance documents.

11. Approve the closing of Main Street during Jonesborough Days from 8:00 a.m. Thursday, July 2nd, through the end of the day July 4th, along with associated side streets during the event, Boone Street from approximately 9:30 a.m. until 11:00 a.m. Saturday, July 4th, as well as the Parson's Table parking lot, the courthouse and Stephenson lots.
12. Approve the Special Events Permit for Movies on Main for the 2015 season on most Saturdays from May 23 through September, authorizing the closing of Main Street from Fox Avenue to Courthouse Square (east) during the Saturday evening event from approximately 7:00 p.m. – 11:00 p.m., subject to the Town Attorney's review and acceptance of the Proof of Insurance form and Hold Harmless Agreement.
13. Approve the Special Events Permit application submitted by Cary Allen, Adjunct of the Sons of Confederate Veterans, Camp #2159, to hold an Iron Cross of Honor Ceremony at the grave site of General A.E. Jackson in the Old Jonesborough Cemetery on May 30, 2015, at 11:00 a.m., on the condition that the gathering at the gravesite is in the area designated as appropriate by the Heritage Alliance, and that the required Hold Harmless Agreement and Proof of Liability Insurance are reviewed by the Town Attorney and deemed satisfactory.
14. Approve the following committee appointments:
 - a. Senior Center Advisory Committee
Appoint Gerald Sparks – term expiring 3/2016
Appoint Jean Blackmore – term expiring 3/2017
 - b. Historic Zoning Commission
Reappoint Mark Edmonds – re-appointment to 4/2020
 - c. McKinney Center Advisory Committee
Reappoint Paul Braxton – term expiring 4/2018
Reappoint Sharon Squibb – term expiring 4/2018
Remove Ricardo Tapia due to scheduling conflicts
Appoint Herman Jenkins to fill unexpired term expiring 4/2016
 - d. Recreation Advisory Board
Reappoint Dr. Jason Davis – term expiring 3/2020
 - e. Tree and Townscape Committee
Reappoint Jim Eldridge – term expiring 1/2018
Reappoint Tobie Bledsoe – term expiring 1/2018
15. Report on Debt Obligation – Senior Center – Rural Development \$700,000 loan.
16. Approve the list of equipment presented as surplus and authorize its sale if it is deemed to be in the best interest of the Town.

INSERT LIST

The next item on the agenda was the Financial Report. Ms. Miller said we are focusing on year end and next year's budgets and that most departments have submitted their new budgets. She also added that the auditors are currently performing preliminary work on the 6/30/15 audit. Mayor Wolfe said it is good to see a lot of black on the JRT programs. Alderman Vest made the motion, seconded by Alderman Dickson and duly passed to approve the Financial Report as presented.

Communications from the Mayor was the next item on the agenda. Mayor Wolfe read a Resolution supporting the development of a new K-8 County school in the Town of Jonesborough.

Mayor Wolfe asked for a discussion concerning the K-8 school in Jonesborough and if the Board wants to formally vote on the Resolution, it can be added to the Agenda. He said there has been a lot of attention paid to the need for more County schools. He said the middle school in Boones Creek was built in 1939 and the elementary school was built in 1971; in Jonesborough the middle school was built in 1950 and the elementary school was built in 1971. He added that there has been discussion about spending seven to ten million dollars on the two schools in Jonesborough for some much needed improvements. Mayor Wolfe said our Jonesborough children deserve top quality schools, too. Alderman Vest said he has four children in Washington County schools and no doubt the schools need a lot of work, but he is not sure the schools should be moved from 11-E. He said he would hate to see the buildings sit empty for years, and if there is a buyer lined up to purchase the schools, he might feel differently. Alderman Sell asked if there are sites that are being looked at for the schools. Mayor Wolfe said there has been formal identification for the Boones Creek School but no location has been formally identified for the Jonesborough School. Alderman Dickson said there has been discussion about the old elementary school being developed into a technology center. Mayor Wolfe said this Resolution is generic and is just asking that Jonesborough be included in the plans. Alderman Countermine made the motion, seconded by Alderman Vest and duly passed to add the Resolution to the agenda.

Motion was made by Alderman Dickson, seconded by Alderman Sell and duly passed to approve the following Resolution:

INSERT RESOLUTION

Mayor Wolfe read the following Prayer concern list: Tammy Causey; Tammy White's uncle who was killed in an accident; Pam Daniels' request for Little Faith; Mayor Wolfe's grandmother; Eric Hilton; Phil Fritts' brother; and the Jackson family.

Mayor Wolfe then read the following nomination letter for the Employee of the Month award:

I would like to nominate Jimmy Green for the employee of the month. Jimmy has been with the Water Distribution Department since September, 2005. He came to work as a Water Worker I working the trenches, installing water mains, repairing leaks, etc. After a few years working the trenches, he decided he wanted to become an Equipment Operator. When a vacant position finally came open, he jumped at the opportunity to achieve that goal, and he currently holds the title as an Equipment Operator II. Jimmy is an employee that demonstrates a positive attitude with the customers as well as his co-workers. He has an overall record of low absenteeism and tardiness since being employed by the Town. He is a team player, and he is willing to do whatever is needed of him to make the operation of the Water Distribution Dept. operate smoothly. He takes pride in his work, and works hard to complete his assignments in a timely manner. I am fortunate to have him working in the Water Distribution Dept. He is highly respected by all of his co-workers, and he isn't afraid to be a decision maker while working in the field. Therefore, please consider Jimmy Green for the employee of the month. Thank you, Mike McCracken, Water Distribution Superintendent

Mayor Wolfe thanked Mr. Green for his hard work and dedication to the Town.

Aldermen Comments was the next item on the agenda. Alderman Dickson said he is proud of the work the Keep Jonesborough Beautiful Committee is doing and said the clean-up event on April 25th was a great success. He said 2,900 pounds of e-waste was collected and 450 pounds of trash. He said there were a lot of good volunteers and Major Hilton as the Chairman of this Committee is doing a wonderful job. Mayor Wolfe said the medians are looking good and the grass plantings are oats, instead of the high

grasses. Alderman Vest said he appreciates the Park and Recreation Department and their efforts related to the Wetlands marketing program. He said that he is, however, nervous about the proposed TV advertising and the effectiveness of this. He said he would like attention paid to ways to encourage patrons to come back to the park with an incentive of a two or three dollar discount on a return visit.

Town Attorney Comments was the next item on the agenda. Attorney Wheeler said the Chancellor has approved the settlement with the School System related to the liquor by the drink tax law suit.

Citizen Comments was the next item on the agenda. Ruth Verhegge, 601 W. Main Street, stated that this is Officer Appreciation Week and requested that the Town do something to recognize the Jonesborough and Washington County Public Safety Officers.

The first item under Old Business was the Ordinance regulating the placement of wireless transmission facilities or telecommunication towers within the corporate limits of Jonesborough. Alderman Vest said the Planning Commission was uneasy about cell phone towers close to residential areas. Alderman Dickson said the Planning Commission discussed creating a zone for these towers and asked why that did not get addressed. Alderman Vest said the discussion was about restricting towers to a specific zone, and not about creating a new zone. He said these towers are usually located on a high ridge. Mr. Browning said what the Planning Commission recommended was adding an additional 100 feet of setback requirements in residential zones. He said the height of a cell tower is limited to 150 feet unless there is a reason to go higher, and if you had a tower at 150 feet and add an additional 100 setback feet then that is a 250 feet fall zone. Mr. Browning said that would add up to about six acres of property. Alderman Vest said he is not a fan of 150 feet plus 10 feet because that would be too close to homes. Mr. Browning said he is recommending Alternative 2 which states the tower would be a minimum of 250 feet from any residence. Alderman Vest said as technology changes he feels there will be smaller towers with better capabilities. Mayor Wolfe said by limiting the effectiveness of cell coverage in Jonesborough by making it more restrictive to install towers, we could be putting ourselves at a competitive disadvantage. Mayor Wolfe said no one wants to see a cell tower beside their house, but we do not want to hurt the citizens of Jonesborough down the road. Motion was made by Alderman Vest, seconded by Alderman Sell and duly passed to approve on second and final reading an Ordinance (with Alternate 2 in Subsection 5) amending Title 11, Chapter 15, of the Jonesborough Municipal Code, changing the Chapter Title, subsections 11-1501 and 11-1502 and adding a new subsection 11-1503 as presented which regulates telecommunications or cell towers in the Town of Jonesborough.

INSERT ORDINANCE

The next item on the agenda was the Wetlands Water Park Marketing Plan and operational update. Mayor Wolfe said everyone on this Board appreciates the role of the Park and Recreation staff and Matt Townsend as the Director of Wetlands. He added that there were some concerns addressed at the last meeting about the lack of Wetlands marketing directed to children, but he felt that these concerns were met with a somewhat dismissive attitude by staff. He said children watch Nickelodeon, but they do not watch the news. Mayor Wolfe asked why we would not be advertising on kid's channels and why the analogy of "fishing where the fish are" would not be a good one. Matt Townsend said to advertise on Nickelodeon, the Disney Channel or other such channels, you have to go through your local cable or satellite provider; and he felt it was better to have 100% coverage by advertising on local channels. Mayor Wolfe said he feels we are missing a target audience. He asked if there are any ideas on how to reach kids with our marketing plan. Matt Townsend said they do things with the schools, social media, etc. Mayor Wolfe said there is great concern about the financial losses at Wetlands over the last couple of years. He said he realizes a lot is weather driven, but when we are experiencing consistent losses we need to re-evaluate every aspect of what we are doing. He said as a Board we need to ask some questions concerning this item; the Board has hired some very competent and effective managers,

and it is not the Board's intent to micromanage. He said he will have great concerns about the continued operations of the Park if we have another year financially like the last two. He said at that point he feels it will be a broken situation and we will need to do something different, even if it is to send out proposals to privatize the water park. Alderman Vest said he feels the staff is moving in the right direction but feels we should be more aggressive on Facebook and other social media sites, and that he feels the intern will be very helpful in this area of marketing. Matt Townsend said they are going to do surveys and see how people found out about the Water Park, what they liked and disliked about the park, etc. Alderman Vest said we need to be more aggressive in getting the kids from the ballfields to come to the water park after their games, even if we offer special pricing. Matt Townsend said he is working with the Little League Board concerning this. Alderman Countermine said three years ago we were praising the water park success because it was a hot summer but we cannot control the weather. Mayor Wolfe said we are rooting for Matt Townsend and his staff. Alderman Countermine said if it is rainy or cold, people are not going to a pool. Alderman Vest said that last summer was unseasonably cool. Alderman Sell suggested a mailer that is not too expensive, and added that he has a lot of confidence in the Town staff. Mayor Wolfe asked Matt when the water park staff is not busy, does he have them doing maintenance, etc. Matt said he sends people home when they are not busy. Mayor Wolfe encouraged Matt to teach the staff some weeding skills in the parking lot. A gentleman in the audience suggested moving Movies on Main to the park whereby a lot of people would get to see the park.

The next item on the agenda was the Employee Health Insurance for FY 2015-2016. Mayor Wolfe said the proposal increases the maximum out of pocket to \$4,000 with the employee share of the out of pocket remaining at \$1,500 and the Town paying the balance of \$2,500 out of the Health Reimbursement Account (HRA). He said instead of a 22% increase in premiums, we ended up with a little over an 8% increase. He thanked Abbey Miller and Lyman Fulton for a great job on this. He added that Ms. Miller budgeted at 10% premium increase, and it came in at 8%. Ms. Miller said only 13% of employees have met their deductibles this year. Ms. Miller said nothing changes for the employees' coverage. Alderman Vest added that in 2015-16 employees will be paying 25% of their premium cost. Motion was made by Alderman Countermine, seconded by Alderman Vest and duly passed to approve continuing with the Blue Cross-Blue Shield Health Care HRA coverage using Option 1 in the plan presented which includes a \$3,000 deductible and a \$4,000 maximum out-of-pocket expense for an employee (two deductibles and two out-of-pocket maximums for employees with dependents) with the Town paying the last \$1,500 of an employee's deductible and the additional \$1,000 of out-of-pocket expense from the Town's Health Reimbursement Account. The motion passed unanimously.

The next item on the agenda was the Resolution condemning property in the Meadows Subdivision. Attorney Wheeler said Mr. King transferred this property from himself to his corporation so we need to add King Electrical, Inc. to the Resolution. Attorney Wheeler said this is a friendly condemnation with Mr. King. Mayor Wolfe said there is a sewer line that needs to go through this property and green space, trails and drainage that need to be protected. He said we have encountered a problem with Elizabethton Federal which necessitates this condemnation. He said this is a subdivision that is on sewer and having to be pumped because we cannot connect the sewer line. Motion was made by Alderman Vest, seconded by Alderman Countermine and duly passed to approve the Resolution to condemn property for a sewer easement to create green space and for utilities including sewer and water lines and public restroom access across the Brian King property and King Electrical, Inc. for construction of said improvements which includes 2.26 acres of property owned by Brian King and under lien by Elizabethton Federal, as highlighted in the attached schematic labeled Exhibit B in order to make much needed public utility and infrastructure improvements.

INSERT CORRECTED RESOLUTION

The next item on the agenda was the new Senior Center logo. Mayor Wolfe said the logo is impressive. Motion was made by Alderman Vest, seconded by Alderman

Sell and duly passed to approve the new Senior Center logo to be used on Center stationery and vehicles with the tourism logo also used on the doors of Senior Center vehicles.

The next item on the agenda was a request by Girl Scout Troop #10 related to waste handling at Mill Spring Park. Alderman Dickson suggested getting this troop involved with Keep Jonesborough Beautiful. Mayor Wolfe read the following request:

INSERT REQUEST

Motion was made by Alderman Countermine, seconded by Alderman Dickson and duly passed to authorize the Parks and Recreation Department to work with Girl Scout Troop #10 in purchasing and installing a dog waste bag station at Mill Spring Park, with a possible cost-sharing of the expense, and proper acknowledgement of the Troop's contribution.

The next item on the agenda was the approval of a Board of Dwelling Standards and Review. Mayor Wolfe said he will work with J.W. Greene, Building Inspector, in order to give the BMA a list of recommendations for this Board at the next meeting.

Mayor Wolfe asked that the Pioneer 5K Run be added to the agenda. Motion was made by Alderman Vest, seconded by Alderman Countermine and duly passed to add this item to the agenda.

Motion was made by Alderman Countermine, seconded by Alderman Sell and duly passed to approve the Special Events Permit application from the David Crockett High School Athletic Department to hold the Pioneer Pride 5K Run which will be held Saturday August 8th beginning at 8:00 p.m. at Crockett High School with participants coming into downtown Jonesborough from W. Main Street and SR-353, with appropriate temporary street closings to be determined by the Jonesborough Police Department, and a block party downtown until 10:00 p.m., with Main Street and associated side streets closed for the party and its preparation from Fox Street to 2nd Avenue subject to the Town Attorney review and approval of the Hold-Harmless Agreement and Proof of Insurance documents.

Mayor Wolfe asked that Change Order #13 for the Senior Center construction project be added to the agenda. Motion was made by Alderman Dickson, seconded by Alderman Countermine and duly passed to approve adding the Change Order to the agenda.

Motion was made by Alderman Vest, seconded by Alderman Countermine and duly passed to approve Change Order #13 for the Senior Center construction project as follows:

INSERT CHANGE ORDER

The meeting was adjourned.

ABBHEY MILLER, RECORDER

KELLY WOLFE, MAYOR