

BOARD OF MAYOR AND ALDERMEN

BEER BOARD

MAY 13, 2019

The Board of Mayor and Aldermen (BMA) met as the Jonesborough Beer Board on Monday, May 13, 2019, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Vest called the meeting to order and said the only item for consideration was an application for an On-Premise Beer Permit for The Black Olive Restaurant, 125 East Jackson Blvd, Suites 8, 9 and 10, Jonesborough, TN. Mayor Vest asked if there was a representative from the restaurant present. Dean Chesnut was present. Mayor Vest asked the Aldermen if they had any questions about this permit. The Aldermen had no questions and there being no further discussion, Alderman Countermine made the motion to approve the On-Premise Beer Permit for The Black Olive Restaurant, 125 East Jackson Blvd, Suites 8, 9 and 10, Jonesborough, TN, subject to verification that the restaurant has received a Liquor-By-The-Drink License from the TN Alcoholic Beverage Commission, seconded by Alderman Causey and duly passed.

The meeting was adjourned.

ABBAY MILLER, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

MAY 13, 2019

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, May 13, 2019, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Chuck Vest called the meeting to order. Alderman Adam Dickson lead the group in an opening Prayer, and Washington County Mayor Joe Grandy led the pledge to the Flag.

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

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

1. Approve the minutes of the April 8, 2019, Regular BMA meeting.
2. Approve the following bills for payment:

<u>VENDOR</u>	<u>AMOUNT</u>
AFLAC	1323.95
AMERICAN GENERAL	94.24
BLUE CROSS BLUE SHIELD	10400.82
RELIANCE STAND	75.75
UNITED WAY	245.00
BLUE CROSS BLUE SHIELD	1496.60

<u>VENDOR</u>	<u>AMOUNT</u>
UNITED WAY	18.00
AFLAC	1459.82
AMERICAN GENARL	12.28
ANDY OXY COMPANY	60.00
ARCHER ELECTRIC	4460.00
BANK OF TENNESSEE	7975.03
BLUE CROSS BLUE SHIELD	10931.71
BLUE WATER IND	967.40
D. TODD WOOD	840.00
FENCE SUPPLY	81.05
FERGUSON ENTERPRISE	1514.12
FIRST TENNESSEE	3138.56
G& SUPPLY	7507.00
GRW ENGINEERS	2592.38
HAYES PIPE AND	3282.17
HEISSE JOHNSON	135.75
JD METALS	946.17
LOWE'S	834.96
MODERN SUPPLY	2540.98
READY MIX USA	505.05
RELAIANCE STANDARD	399.85
UNITED WAY	150.00
WASHINGTON FAR	32.80
WILLIAMS ELECTRIC	2405.97
BENNET LITTLE	78.49
CAROL LESLIE	30.72
DAVID PARROTT	200.00
GOVDEALS, INC	595.43
NATHAN CROUCH	500.00
RICOH USA, INC	924.50
SYDNEY BROOK	556.20
A&N TRAILER	288.00
A-Z OFFICE RES	1463.95
ACE EQUIPMENT	100.00
ADAM DICKSON	200.00
ADVANCE AUTO	33.24
ALSCO	75.74
ANDY OXY COMPANY	35.00
ANGELA EASTERLY	900.00
APPALACHAIN LI	2098.68
ARCHER ELECTRIC	210.00
AS HANGING SYS	964.77
AUTO ZONE #208	29.98
AYERS DISTRIBU	278.00
BARBARA L BOGA	216.00
BEVERLY JENKIN	147.85
BILLY J. CHESNUT	10.98
BKT UNIFORMS	539.09
BLUE CROSS-BLU	26106.09
BLUE RIDGE MED	1461.95
BOONE STREET M	77.17
BRETT SEAN MCC	50.00
BROYLES FLORIST	50.00
CAS SEVERN, IN	562.50
CENTRAL PAPER	103.77
CHAMPION CHEVR	3.24
CINTAS CORPORATION	127.38
CINTAS FIRST A	42.18
COAST TO COAST	89.99

COCA-COLA BOTT	364.00
COMMUNITY DEVELOPMENT	2000.00
<u>VENDOR</u>	<u>AMOUNT</u>
COMPANION LIFE	487.29
CONTRACT FURNITURE	3517.78
COPYNET, LLC	76.50
CRAIG'S FIREARM	570.00
CUMBERLAND SEC	750.00
CYBERTEK	1289.48
T. TODD WOOD	2820.00
DENNIS DWAYNE	700.00
EAST TN CHEMIC	88.00
ELLIS HONEY	198.00
ERRON HANCOCK	50.75
FLEENOR SECURITY	344.50
FOOD CITY	18.77
FOSTER SIGNS	626.49
G&W DIESEL	131.22
GRAFIK TOUCH	130.80
GRAINER	175.38
HARBOR FREIGHT	94.94
HENRY SCHEIN	124.50
HYATT PLACE	169.26
INDUSTRIAL SCI	751.10
INFORMATION AG	109.95
INGLES #4205	217.00
INTERANTIONAL	47.20
JARED L CHRIST	50.00
JEFF STRICKLAN	748.00
JOHNSON CITY P	109.20
JONESBOROUGH H	3120.00
JONESBOROUGH S	328.14
JONESBOROUGH W	1503.72
JONESBOROUGH/W	3750.00
JUDITH FLEENOR	84.69
KAREN SUE HITCH	118.50
KATHRYN HESS G	107.00
KELLER-FERGUSON	2500.00
KIMBALL MIDWES	298.05
KINGSPORT LION	50.00
LORENA CRADDUCK	100.00
LOWE'S	1957.13
MAIN STREET CA	127.50
MALCOLM HIGHSMITH	92.00
MARTIN PRINTING	948.00
MAUK'S OF JONESBOROUGH	400.00
MICHAEL D'AVELLA	200.00
MILL SPRINGS M	60.00
MT. STATES REH	179.54
MUNICIPAL EMER	812.00
NATIVE GROUND	120.95
NETWORKFLEET	820.15
NORTHEAST TN RENTAL	551.00
NORTHERN TOOL	771.95
OFFICE DEPOT B	1024.92
OLD SCHOOL AUT	818.91
OLDETOWN HAR	60.34
OLDETOWN SMA	83.35
PAMELA JEAN SM	140.00
PARDUE PHOTOGRAPHY	520.00

PARISH NURSING	900.00
PHYLLIS ANNE F	150.00
PINEY FLATS VF	50.00
<u>VENDOR</u>	<u>AMOUNT</u>
PK SERVICES	1165.00
PORTER'S TIRE	1199.88
PUBLIC ENTITY	312.90
REEVES ALIGNMENT	523.30
RICOH USA, INC	3245.62
SARATOGA	700.29
SHRED-IT	31.86
SUPPLYWORKS	1584.29
TRI-FISCAL SER	29.00
TERMINIX PROCE	167.00
THE CHARLESTON	2415.00
THE DETAIL SHO	100.00
THE UNIVERSITY	275.00
THE WOOD COTTA	107.50
THOMSON REUTER	89.73
TOWN OF JONESB	7950.00
TRACTOR SUPPLY	129.96
TRANSUNION RIS	99.00
TRUBLU TACTICA	19.99
UNITED PARCEL	27.75
VERIZON WIRELESS	140.24
WASHINGTON FAR	135.50
WAYNE WINKLER	200.00
WHITE'S AUTO P	182.75
WILDFLOWER COM	222.25
ANDY OXY COMPA	35.38
APPLIED MAINT	187.38
BLUE CROSS-BLU	3972.05
BLUE RIDGE MED	102.75
COMPANION LIFE	45.45
ECOSAFE LANDFI	6945.50
JONESBOROUGH H	1000.00
KIMBALL MIDWES	91.52
NETWORKFLEET	225.45
OLD SCHOOL AUTO	206.08
OLDETOWN HAR	77.93
OTTO ENVIRONME	6007.00
PORTER'S TIRE	1274.80
SARATOGA	25.96
STOWERS	1784.64
SUMMERS HARDWA	63.12
TRIAD FREIGHTL	134.13
WASTE MANAGEMENT	196.51
WHITE'S AUTO P	161.05
A-Z OFFICE RES	686.31
ADVANCE AUTO	43.15
APPLIED MAINTENANCE	268.00
ARCHER BROTHER	30.00
AULICK CHEMICA	1595.00
BACKFLOW CONTR	640.00
BANK OF TN	1007.09
BLUE CROSS-BLU	27293.93
BLUE RIDGE MED	1104.30
BLUE WATER IND	2505.47
BM SEPTIC TANK	800.00
BOBCAT	2021.70

BOONES CREEK O	7660.23
BRIGHT RIDGE	1112.53
CAS SEVERN, IN	562.50
CENTURYLINK	63.79
<u>VENDOR</u>	<u>AMOUNT</u>
CHAPPELL'S PES	50.00
CINTAS CORP	872.28
CINTAS FIRST A	18.18
COAST TO COAST	419.96
COMCAST C/O 3P	176.95
COMPANION LIFE	446.15
CORE AND MAIN	6039.00
CORECHEM	5404.96
CUCUMBER LAND SEC	750.00
CYBERTEK	529.50
D. TODD WOOD	1200.00
ERRON HANCOCK	125.00
FERGUSON ENTER	4430.74
FIRE EXTINGUIS	152.90
FIRST TENNESSE	654.17
FLEENOR SECURITY	61.50
G&C SUPPLY C	3450.00
GRAINGER	69.84
HARBOR FREIGHT	44.23
JONESBOROUGH H	3375.00
JONESBOROUGH P	4500.00
KIMBALL MIDWES	183.04
KNOCK OUT CHEM	1278.80
LADY EQUIPMENT	785.00
LOWE'S	1369.47
MICROBAC A/R	82.00
MT. STATES REH	179.56
NATIONAL METER	5388.00
NETWORKFLEET	687.50
OFFICE DEPOT	524.97
OLD SCHOOL AUTO	1595.40
OLDE TOWN HAR	9.99
PACE ANALYTICAL	423.00
POLYDYNE INC.	2254.32
PORTER'S TIRE	1662.02
QUALIY TROPHY	13.00
RICOH USA, INC	704.46
ROTO-ROOTER	765.00
SARATOGA	271.21
SHRED-IT	15.99
SOUTHERN WATER	5840.00
SPECTRA ENVIRO	99.99
SUMMERS HARDWARE	479.36
SUMMERS-TAYLOR	437.21
SUPPLOYWORKS	272.53
TBI-FISCAL SER	58.00
THE LILLY COMP	580.00
THE UNIVERSITY	90.00
THOMAS REUTER	89.73
USA BLUE BOOK	1557.64
UTILITY SERVICE	6743.60
VALLEY EQUIPMENT	117.30
VERMEER HEARTL	459.67
WASCON, INC	1594.60
WASHINGTON FAR	687.70

WASTE MANAGEMENT	2713.97
WHITE'S AUTO P	233.44
ZEP MANUFACTURER	<u>100.99</u>

<u>VENDOR</u>	TOTAL	309169.90	
	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
92264-92398AP	256,195.47		
92399-92405 AP	12,020.67		
92406-92408 AP	3,724.55		
92409-92428 AP	11,352.68		
92429 AP	411.68		
92430-92434 AP	3,607.96		
92435-92468 AP	48,594.75		
92469-92481 AP	31,057.65		
92482-92502 AP	21,569.24		
92503-92533 AP	<u>19,106.62</u>		
	407,641.27		
58989-59080 AP		249,295.01	
59081-59082 AP		4,092.79	
59083 AP		8,435.00	
59084-59089 AP		8,912.67	
59090-59091 AP		3,210.00	
59092 AP		26.61	
59093-59110 AP		97,016.09	
59111-59117 AP		7,795.98	
59118-59125 AP		<u>15,398.50</u>	
		394,183.64	
8281-8302 AP			29,255.62
8303-8304 AP			237.74
8305 AP			95.00
8306 AP			148.64
8307-8309 AP			290.41
8310 AP			<u>4,785.97</u>
			34,813.38

3. Approve the following Town Administrator Report:

Wastewater

We are still having higher than average flows into the WWTP, but at least they are below a million gallons per day. Just as a reminder, we can handle 3 million gallons a day hydraulically for a few days which is way above our normal average of about extensive storm events. As stated in previous reports, our big problem resulting in violations is the fact that we cannot pump 3 million gallons into the outfall line to the river, so the effluent pump station will overflow in really heavy storm events. The effluent is treated, has gone through the treatment basins and is chlorinated, but the effluent pump station can handle only 2.2 million gallons per day. That is four times our normal flow, and the influent pump station and headworks were also originally set up to handle 2.2 million gpd. We increased our ability to pump over 3 million gallons by adding a specialized pump to our old influent pump station and we are using our old "headworks" in order to direct heavy flows into our older Schreiber units. But we are talking big bucks to upgrade our effluent pump station that pumps treated flow to the Nolichucky River. So, we are going to really focus on infiltration/inflow reduction, and a plan is being developed. That plan will be submitted as part of our budget process.

We expect to occupy the new Wastewater building by the end of May. Cobern Rasnick has a lot of shelving in place in the second story storage area of the new buildings, and his staff has started moving parts and supplies from their area in the Recycling Center. The Wastewater staff's involvement in the Fleet Maintenance building is essentially complete except clean up along the creek.

Washington County has asked for assistance with the sewer extension necessary to serve the new industry coming to the Washington County Industrial Park, as well as a residential connection to our system that Washington County committed to a few years ago that is adjoining the Industrial Park. I have started looking into the submittal of an EDA and ARC application for utility funding to install utilities needed for the new industry.

There is a lot of activity with new sewer extensions, and Cobern Rasnick has been engaged in a number of discussions related to engineering design planning to serve these new projects.

Water

The Water Plant continues to handle treatment effectively. Mark Brumbach is working on adding an additional compound to the raw water coming into the basins at the plant intended to help kill algae and reduce the organics in the water in which the chlorine in the disinfectant process reacts with to create by-products. We continue to work on by-products reduction. There is an Agreement on the BMA agenda that will allow us to continue flushing near the end of our line on Oakland Rd, which is one of our by-product test sites. We are working on a short term/long term plan on improvements needed in Water Treatment and expect to outline issues in the budget process.

In Water Distribution, the Distribution crew has been spending time in leak repair, but with there being less heavy rains, we are seeing a reduction in leaks. The heavy rains cause some shifting of the subsurface conditions which helps generate leaks. Over the winter and early spring we fixed a lot of leaks and our staff is just now getting to clean up the work sites. So they are trying to catch up. Distribution has had some staff working to help stabilize the site of the Fleet Maintenance Facility where they will be moving soon, and to get the parking and drive aisles ready to pave. They will be tying in 4 or 5 existing customers on E. Main Street onto the 24" ductile iron line there, and they will then deactivate that section of the old cast iron line that has experienced frequent breaks. Then they expect to be moving back to in extensions and additional cast iron replacement on Main Street in the next 10 days.

The water loss reduction project with the Leesburg Rd. area is all in place, and Distribution will run a couple of pressure checks on Monday and then will activate the new zone area along Leesburg Rd.

Transportation

Our current big project is the N. Cherokee Street/Smith Lane connector and the traffic signal at Smith Lane and Jackson Blvd. We are getting some push back from 911 about the naming of what we were calling the Cherokee Smith Connector. This is because of a possible auto wreck. We determined that there would not be any structures with access from the connector that would require a 911 address. N. Cherokee Street has one or more properties with a 911 address between the connector and Jackson Blvd, so we did not consider a name change in that section of N. Cherokee St. N. Cherokee St. continues to go over the hill to the town limits even after the intersection of the new Cherokee Smith Connector. Smith Lane goes up the hill from Jackson Blvd. and goes to the right behind the Hillrise Drive Apartments. That's why we felt we would just name the new street the Cherokee Smith Connector, especially since there would be no structures with that address. But we did not discuss vehicle accidents. The 911 reaction is that there are not properties with a Smith Lane address until you get past Hillrise Drive Apts. All of the Fox Plaza addresses are off of Jackson Blvd., and the apartments to be constructed above the Black Olive have not been given an address yet. So 911 is saying we should name the portion of Smith Lane from Jackson Blvd to the connector something else, and then reduce Smith Lane to the shorter section from the connector around behind the existing Hillrise Apartments. Smith Lane would then dead end at the Eldridge Property, and could continue into the Eldridge property when that property is fully developed. If

we change the name of the lower end of what is currently Smith Lane, then that name could be carried across the connector to N. Cherokee Street. This seems to be a really good idea, and it would result in the intended through lane street from the new signal on Jackson Blvd. up the hill and around to N. Cherokee Street being the same (new name). The BMA could name it, or it could go back through the Traffic Advisory Committee.

New Hope Rd – Neither the Washington County Highway Department nor TDOT has brought up the traffic safety issue of accidents at the intersection of Sugar Hollow Rd. and 11E just past New Hope Rd. I have not pushed it because we have been so backed up in our own work, but we should get the County Highway Dept., TDOT and Town together to decide if we are going to work together to create safer way for motorists on New Hope Rd and Sugar Hollow Rd to get into the eastbound lanes of 11E.

2nd Ave & Jackson – Still waiting to complete projects so the Street Department can get to it.

Grants

LPRF Grant – As soon as we can complete the outside work on the Fleet Maintenance Facility, we begin filling the site for the new park site at our current garage. We have a large amount of red clay above the Wastewater Treatment Plant that we want to use to fill the park site. We are hoping it will dry up enough for us to move and compact it. We are getting fairly close to being able to move out of the existing garage. When that happens, we will either move or demolish existing structures. We are talking about offering the existing garage materials to someone that will take down the garage building and haul it away. There is a shed building we would like to move up to the top of the hill above our brush grinding site. We have to have some schematics developed for construction of the structures within the new park behind the Senior Center, and we are working with Ken Ross Architects on those schematics. C.W. Parker did renderings of the structures that were used in the application, and we just have a little more detail, especially on ADA accessibility to the structures and any restrooms for TDEC (Recreation Education Services) to review and approve.

CDBG Façade Grant – The work on the Jackson Theatre has begun and the requirements of the Façade Grant should be fulfilled when the Marquee and Signage (which is under contract) is installed.

Jackson Theatre –The shop drawings for the steel work within the Jackson Theatre have been submitted and approved. Henard Steel has ordered steel and it is supposed to be shipped to Telford in 2-3 weeks. The steel beams are then supposed to be fabricated and GRC will start steel installation using Powell Construction in 5 or 6 weeks. In the meantime, they will be pouring the elevator pit and concrete footers needed for the steel posts.

I have sent the Easement Agreement we need to Shane Adams but have not heard any response from him.

Maintenance Buildings Project – All the sheet rock is up in the Fleet Maintenance Facility and most of the filling and sanding is complete. The Carter County Crew is putting a knock down on the walls so they can be painted. Ceiling tile has been ordered, and we have the flooring for the office areas. All the ductwork is in and HVAC is ready to be installed. Lighting in the shop area and shelving is ready to be installed on the second floor. We expect to pave next week, and most of the areas around the outside of the building have been graded, prepared, and sown in grass. We are trying to clean up and stabilize the other outside areas where we have disturbed the surface.

JRT Warehouse – The JRT Warehouse has been completed, and the Theatre is moving into the building and organizing as they go. There was a “Friends of the

JRT” meeting earlier this week at the new warehouse, and over 60 volunteers were present. Jennifer Ross Bernhardt said people were thrilled. It is an awesome facility, and there will be a dedication involving the BMA in the near future.

Dog Park – The Agreement with the Civitan for a \$25,000 donation is back on the BMA agenda.

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.

4. Approve the following Operations Manager Report:

We have made some really good progress on the Fleet Maintenance building this month. All the drywall is up and most is finished. We will begin spraying the walls this week and hope to have them painted within the next two weeks. All the doors and trim have been painted.

The two showers have been installed and all the “rough-in” plumbing is complete. All of the garage door openers have now been installed.

All grade work on the west side of the creek has been completed. We sowed a ‘low-grow” grass that will require less mowing and stabilized the bank with straw matting.

The bank on the east side of the creek has also been completed. The same grass mixture was utilized and straw put down.

Bollards have also been installed around the corners of the storage shed. Final grade has been completed on the entire parking lot, as well as the drive coming into the complex.

The pressure washing system was bid. That bid will be on the BMA agenda for the regular meeting in May.

Mr. Browning and I have met with most Department Heads with respect to their proposed 2019/2020 budgets.

I also met with the supervisor of Burleson Construction on the Washington County Courthouse project. According to that meeting, they are making every attempt to complete the outside renovation of the courthouse prior to Jonesborough Days. If you have not been by, the work they have completed looks really good.

5. Approve the following Committee Reports: Jonesborough Board of Zoning and Appeals, Jonesborough Planning Commission, Historic Zoning Commission, and JRT Board of Directors.

6. Approve the following Supervisor Reports: Environmental Services/Wastewater, Senior Center, Parks and Recreation, Wetlands Water Park, Water Distribution, Building Inspector, Visitor Center Manager, JRT Artistic Director, Fire Department, Water Plant Director, Police Department, Solid Wastewater and Recycling, Fleet Maintenance, Events Coordinator, Recreation Capital Project Planner, Street Department, Animal Control, McKinney Center, MBM Outreach Program Director, and Director of Tourism and Main Street.

7. Approve the hiring of the following people to work at the Wetlands Water Park for the 2019 Season, job title and compensation level, 2019 Compensation Plan, and list of individuals needed to work now to get the Water Park Facility ready to open with their start date retroactive to April 26, 2019, as presented:

<u>EMPLOYEE</u>	<u>TITLE</u>	<u>RATE OF PAY</u>	<u>GRADE</u>
Spencer Walsh	Seasonal Manager	\$9.25 per hour	6
James Allen	Admin. Assistant	\$9.25 per hour	5
Garrett Bray	Café Supervisor	\$8.50 per hour	5
Keli Smith	Admissions	\$7.46 per hour	2
Nancy Comer	Customer Service	\$8.40 per hour	2
Shea Pharris	Customer Service	\$8.40 per hour	2
Sydney Townsend	Lifeguard	\$7.50 per hour	4

**WETLANDS WATER PARK
COMPENSATION PLAN
2019 SEASON**

GRADE

6 To be set each year by the Board of Mayor and Aldermen (based on 3% base)

5 To be set each year by the Board of Mayor and Aldermen (based on 3% base)

4	7.25	7.50	7.75	8.00	8.25	8.50	8.75
3	7.25	7.46	7.68	7.91	8.15	8.40	8.66
2	7.25	7.46	7.68	7.91	8.15	8.40	8.66
1	7.25	7.46	7.68	7.91	8.15	8.40	8.66

STEP **1** **2** **3** **4** **5** **6** **7**

All new employees (including non-consecutive returning employees) will begin at the appropriate grade on Step 1 regardless of experience. Step 7 is the maximum amount any employee Grades 1-4 can earn.

CLASSIFICATION GUIDELINES

- GRADE 6** SEASONAL OPERATIONS MANAGERS
- GRADE 5** ADMINISTRATIVE ASSISTANTS, HEAD LIFEGUARD, CAFÉ SUPERVISOR
- GRADE 4** LIFEGUARD
- GRADE 3** SLIDE ATTENDANTS
- GRADE 2** CASHIER, MAINTENANCE, COOK, CUSTOMER SERVICE
- GRADE 1** GREETER

BONUS INCENTIVES*

- GRADE 6** \$300 performance bonus incentive at the end of the season
- GRADE 5** \$250 performance bonus incentive at the end of the season
- GRADE 4** \$1.00 per hour worked bonus incentive at the end of the season
- GRADE 3** \$0.75 per hour worked bonus incentive at the end of the season
- GRADE 2** \$0.50 per hour worked bonus incentive at the end of the season
- GRADE 1** \$0.25 per hour worked bonus incentive at the end of the season

Employees for the 2019 Season, position and pay rate:

EMPLOYEE	TITLE	PAY RATE 2019	GRADES
Emily Palmer	Seasonal Manager	\$10.00 per hr	6
Riley Dieterich	Head Lifeguard	\$8.50 per hr	5
Ryan Cottage	Head Lifeguard	\$8.50 per hr	5
Morgan Beavers	Café Supervisor	\$8.50 per hr	5
Colton Estep	Lifeguard	\$7.75 per hr	4
Joe Gunther	Lifeguard	\$7.75 per hr	4
Taylor Phillips	Lifeguard	\$8.00 per hr	4
Leigh Ann Ornduff	Lifeguard	\$8.00 per hr	4
Joshua Maupin	Lifeguard	\$7.50 per hr	4
Sarah Garland	Lifeguard	\$7.50 per hr	4
EMPLOYEE	TITLE	PAY RATE 2019	GRADES
Rebekah Rice	Lifeguard	\$7.75 per hr	4
Breanna Mauk	Lifeguard	\$7.50 per hr	4
Tabitha Ley	Lifeguard	\$7.75 per hr	4
Madajah Manning	Lifeguard	\$8.00per hr	4
Sydnee Hill	Lifeguard	\$7.50 per hr	4
Kayla Craig	Lifeguard	\$7.50 per hr	4
Keaton Moore	Lifeguard	\$7.25 per hr	4
Kennedi Hambrick	Lifeguard	\$7.25 per hr	4
Olivia Savee	Lifeguard	\$7.25 per hr	4
Marley McCoy	Lifeguard	\$7.25 per hr	4
Tate Wheeler	Lifeguard	\$7.25 per hr	4
Haley Curtis	Lifeguard	\$7.25 per hr	4
Keaton Moore	Lifeguard	\$7.25 per hr	4
Morgan Calhoun	Lifeguard	\$7.25 per hr	4
Zoe Chapman	Lifeguard	\$7.25 per hr	4
Jessica Foister	Slide Attendant	\$7.46 per hr	3
Maddison Phillips	Slide Attendant	\$7.46 per hr	3
Josie Vest	Slide Attendant	\$7.46 per hr	3
Emily Fitzgerald	Slide Attendant	\$7.46 per hr	3
Morgan Dyer	Slide Attendant	\$7.46 per hr	3
Bailey Wynn	Slide Attendant	\$7.46 per hr	3
Emily Hylton	Slide Attendant	\$7.46 per hr	3
Kevin Watson	Slide Attendant	\$7.46 per hr	3
Kerra Gross	Slide Attendant	\$7.46 per hr	3
Saylor Cain	Slide Attendant	\$7.46 per hr	3

Dana White	Slide Attendant	\$7.46 per hr	3
Holly Hamner	Slide Attendant	\$7.68 per hr	3
Faith Anne Rice	Slide Attendant	\$7.25 per hr	3
Emmalyn Casey	Slide Attendant	\$7.25 per hr	3
Spring Johnson	Slide Attendant	\$7.25 per hr	3
Ali Kosinski	Slide Attendant	\$7.25 per hr	3
Devlyn McClelland	Slide Attendant	\$7.25 per hr	3
Mackenzie Woodley	Slide Attendant	\$7.25 per hr	3
Julia Pierce	Slide Attendant	\$7.25 per hr	3
Emily Seavers	Slide Attendant	\$7.25 per hr	3
Bethany Roberts	Slide Attendant	\$7.25 per hr	3
Hunter Adams	Slide Attendant	\$7.25 per hr	3
Gabrielle Rambo	Slide Attendant	\$7.25 per hr	3
Emily Osborne	Slide Attendant	\$7.25 per hr	3
Abby Dockery	Slide Attendant	\$7.25 per hr	3
Bayleigh Carmichel	Slide Attendant	\$7.25 per hr	3
Katisha Blevins	Greeter	\$7.46 per hr	1
Duncan Misterly	Admissions	\$7.25 per hr	2
Alyssa Weems	Café	\$7.46 per hr	2
Treyson Marler	Café	\$7.46 per hr	2
Madison Ferguson	Café	\$7.46 per hr	2
Ashton Church	Café	\$7.46 per hr	2
Nate Harrison	Café	\$7.46 per hr	2
Hannah Decker	Café	\$7.46 per hr	2
Rebecca Hartley	Café	\$8.15 per hr	2
Brandon Phillips	Café	\$7.46 per hr	2
Rebecca Gray	Café	\$7.25 per hr	2
Sydney McDonald	Café	\$7.25 per hr	2
EMPLOYEE	TITLE	PAY RATE 2019	GRADES
Jessica Robinson	Café	\$7.25 per hr	2
Summer Milhorn	Café	\$7.25 per hr	2
Alex Weems	Café	\$7.25 per hr	2
Rylee McGown	Café	\$7.25 per hr	2
Ryan Jamerson	Café	\$7.25 per hr	2
Emma Lowe	Café	\$7.25 per hr	2
Mirissa Street	Café	\$7.25 per hr	2
Robert Hammonds	Café	\$7.25 per hr	2
Makayla Buckingham	Café	\$7.25 per hr	2

Evelyn Ayers	Café	\$7.25 per hr	2
Emily Walters	Café	\$7.25 per hr	2
John Kavanaugh	Café	\$7.25 per hr	2
Whitney Zeolia	Café	\$7.25 per hr	2
Michael Lang	Café	\$7.25 per hr	2
John Rucker	Café	\$7.25 per hr	2
Michael Robinson	Café	\$7.25 per hr	2
AJ Boyd	Café	\$7.68 per hr	2
Austin Barnett	Café	\$7.91 per hr	2
Cameron Ayllon	Café	\$7.25 per hr	2
Karen Murray	Café	\$7.25 per hr	2
Patty Rosenbaum	Customer Service	\$8.66 per hr	2
Ben Tilson	Maintenance	\$7.68 per hr	2
Tonya Finke	Customer Service	\$7.25 per hr	2
Jerry Blevins	Maintenance	\$7.91 per hr	2
Chris Forbes	Maintenance	\$7.25 per hr	2
James Bailey	Maintenance	\$7.25 per hr	2
David Tate	Maintenance	\$7.25 per hr	2

*Satisfactory performance and season completion will determine eligibility. Any active employee, regardless of his or her school/work schedule, will be expected to work the hours scheduled by the Water Park Director/Manager. This schedule will be based on the needs of the facility and all employees will be expected to adhere to this schedule. If the employee attends college out of town, they will be worked into the schedule as needed and/or based on their availability. They will be expected to satisfy the hours scheduled by the Water Park Director/Manager.

8. Approve the hiring of Stacy Cochran as a Seasonal Park Maintenance Worker within the Recreation Department at Grade 1, Step 1 (\$10.25 per hour), retroactive to April 24, 2019, subject to all pre-employment conditions. Ms. Cochran has been made aware of this position being a “seasonal position” with the plan of it being offered until June 30, 2019.
9. Approve the hiring of Ralph (Butch) Keffer, Jr, as an Equipment Operator I in the Street Department at Grade 5, Step 1 (\$25,909), subject to all pre-employment conditions including WorkSteps; and with the recommendation because of Mr. Keffer’s experience with operating a wide variety of equipment, that funding for moving him to an Operator II compensatory level after his probationary period be placed in the Street Department budget for FY2019-20 at Grade 7 Step 1 (\$28,564).
10. Approve the hiring of Larissa Davis as a Public Safety Officer in the Police Department at Grade 10, Step 1 (\$33,067), subject to all pre-employment conditions including Worksteps; and moving to Grade 10 Step 2 (\$34,059) upon completion of the Police Academy and obtaining her certification.
11. Approve the hiring of Michelle Mullins as a Public Safety Dispatcher at Grade 4 Step 1 (\$24,675), subject to all pre-employment conditions.

12. Approve the hiring of Cody Elliott as a Water Plant Operator I at Grade 7 Step 1 (\$28,564), subject to all pre-employment condition including WorkSteps.
13. Approve the hiring of William Percell as a Recycling Collection Driver/Worker in the Solid Waste Department at Grade 2 Step 1 (\$22,381), subject to all pre-employment conditions including WorkSteps and with the expectation he obtains his CDL certification during his probationary period.
14. Accept the resignation of Whitney Williams as Marketing Director with the effective date of May 7, 2019.
15. Approve the bid for the High-Pressure Wash Bay System from East Tennessee Chemicals for \$14,063.50 including installation, with the cost being shared equally out of the existing budgets of Water Distribution, Wastewater and Street departments.
16. Approve the Agreement with Robert Hughes detailing the transfer of ownership associated with the permanent retirement of K-9 Officer Zeke and the dog's future care, as presented.

INSERT AGREEMENT

17. Approve the list of surplus vehicles and equipment to be sold, as presented:
 1. 2001 Chevrolet 1500 Rear-Wheel Drive Truck, VIN #1GCEC14W217285704, with 216,000 miles, previously used a fuel truck
 2. Wastewater Pumps:
 - 1 – Barnes, Model SVG5032L, 5 HP, 240 Voltage, 3-Phase, New
 - 3 – Hydromatic, S4M1500M4, 15 HP, 450 Voltage, 3-Phase, Used
 - 1 – Homa, AM444, 20 HP, 230 Voltage, 3-Phase, Rebuild
 3. Augur 24-D Boring Machine – Water Distribution
 4. 16-Inch Walk Behind Diteo Cut Saw – Water Distribution

The next item for discussion was the Financial Report. Mayor Vest said the Financial Report looks great and noted that the February sales tax revenue looked really good. He said sales tax collections have increased for seven months in a row. Mayor Vest asked the Aldermen if they had any questions or comments. There were none. The motion to approve the Financial Report as presented was made by Alderman Countermine, seconded by Alderman Dickson and duly passed.

Communications from the Mayor was the next item on the agenda. Mayor Vest said the Town won seven Pinnacle awards and the Storytelling Center also won an award for a total of eight awards for Jonesborough. Mayor Vest asked Amber Crumley, Visitor Center Manager, to explain what the Pinnacle awards mean to Jonesborough. Ms. Crumley said the Pinnacle awards are given by the Northeast Tennessee Tourism Association in various tourism categories. She said every year the Town participates in the Pinnacles and we are lucky enough to bring home awards most years and this year was really good for Jonesborough. Ms. Crumley announced the following award winners:

1. Best Brochure or Guide – Jonesborough Visitors Guide
2. Best Marketing Campaign – Wetlands Water Park, BYOS (Bring Your Own Swimsuit)
3. Best New Event – *I Am Home*
4. Best Rack Card – Yarn Exchange Season Card
5. Best Short Video – Heritage Alliance, With These Hands Video
6. Best Long Video – Yarn Exchange Season Pass Video
7. Best Festival or Event – Storytelling Festival
8. Rising Star Award – Katelyn Yarbrough

Ms. Crumley said she is really proud of our Tourism Department and what we are able to achieve on behalf of the Town by working together; the McKinney Center and the Yarn Exchange Radio Show played a big part in that. Mayor Vest said he agrees that we are a small town with a lot of quality people in it.

Mayor Vest congratulated the International Storytelling Center which won a \$10,000 award for a presentation they did as a part of the Purdue Peace Project/ Alliance for Peace Building Initiative. He said ISC will use those funds to develop a state-of-the-art video game that gamifies the traditional art of storytelling.

Mayor Vest said he had the opportunity last Thursday to be at a Chamber of Commerce event in Johnson City along with Washington County Mayor Grandy and Mayor Brock from Johnson City. He said he had the chance to talk about some of the good things we have going on in Jonesborough. Mayor Vest said one of the things he mentioned was the Senior Center which continues to be a shining star in Jonesborough. He said there are 10,000 senior centers across the country and only 300 of them are fully accredited and Jonesborough is now accredited which is very impressive. Mayor Vest said it's not just the amazing staff, but if you go in the Senior Center, it is the people who come in to use the facility; they are proud of it and that is reflective of what we do up there.

Mayor Vest said he got a chance to enjoy Art in the Park. He said he was a judge for the second time. He said even though it rained, we had more artists this year than last year and there was great talent at the event. Mayor Vest said Theresa Hammons and the McKinney staff did a great job putting that event on.

Mayor Vest said BrightRidge is rolling out their broadband service and Jonesborough is one of the first places to be served. He said to be a small historic Town, we are on the front edge of the future and you can't get much faster than 10 gigs. Mayor Vest said he appreciates BrightRidge rolling out the service and partnering with the Town. He said BrightRidge is going to gradually provide this service beyond downtown and get into Johnson City and other communities.

Mayor Vest asked James Walden to come forward to accept the May, 2019, Employee of the Month Award. Mayor Vest read the following nomination letter for Mr. Walden:

For the month of May, 2019, I would like to nominate Street Department Employee James Walden to receive Employee of the Month honors. If you don't already know James, I would like to introduce you to his character for a moment. James may well be the textbook example of a 'quiet' employee. He comes to work each day with a mindset to execute a plan of excellence, and as far as I am concerned, he has been successful in this endeavor each and every day that I have had the honor of working alongside James. James does not simply go about his specific task, but adds to the leadership and guidance of our Street Department with ideas, solutions and direction. James is a go-to guy for Glen and myself, concerning layout and implementation of a plan or project, and/or specifics of how something has been previously installed. Glen and I agree, that James has an outstanding and valuable memory. With so many large and small details concerning each job or project, information can be lost in the shuffle. James is an excellent historian and always remembers each important detail or observation that is pertinent to the project. If this were but one example of James' work ethic, I think he would be worthy of Employee of the Month honors, but this is a daily, weekly and yearly way of operation for James Walden. James can operate our complex machinery and tools with precision and accuracy. James is a true "equipment operator". James understands grade and elevation, and can envision how to make that happen with a piece of equipment. Being able to "see" grade is nothing short of a gift. You either have that gift, or you do not. James also has a healthy dose of common sense, but also knows what numbers mean pertaining to grade and drainage. James is able to understand grade computations to ensure drainage runs correctly (downhill). James is an extremely tough and hard worker. He has a unique skill set that most of us wish we had. James is an excellent employee, a solid team member that any department or crew would be honored to have

on staff. It is a privilege and honor for me to be able to recommend James Walden for Employee of the Month for May, 2019. Submitted by: Malcolm Highsmith, Director of Streets

Mayor Vest told James that he appreciates what he does for the Street Dept. and for setting an example for other employees. Mayor Vest asked James Walden if he had any comments. Mr. Walden thanked the Board and Mr. Highsmith for the award.

Mayor Vest said that he had asked Craig Ford to work on a couple of projects for him and added that Mr. Ford and Fire Chief Phil Fritts had hit a home run with the projects. He asked Craig Ford to comment about the ADA improvements and getting an AED device at our little league ballfields. Mr. Ford said that Chief Fritts worked with a company to install push button automatic door openers at two entrances in Town Hall. He said they will have to do a little more work on the two doors that separate the Police Department from the General Administration offices, and for now we will keep those doors open during the daytime. Mr. Ford said they have gotten pricing for the same style openers for the Visitor Center and are working on putting the cost for that in the FY 2019-20 budget requests. He said they are working with the Storytelling Center to get the push button automatic door openers installed there as well. He said they are making progress, and through Chief Fritts' leadership, they have developed an ADA action plan for the Town and are in the implementation phase of that plan with the installation of the automatic door openers in the different buildings. Mr. Ford said the Senior Center is in compliance, but a few tweaks were made to that building.

Mr. Ford said there were discussions about the possibility of installing an AED at the ballfields at Persimmon Ridge Park; they got a good deal on a brand-new AED with a storage cabinet, and it has been installed at the concession stand at the ballfield. He said Matt Townsend held a training session with the Little League Board of Directors at their meeting, and they are now fully trained. Mr. Ford said that the AED is not a piece of equipment that you leave hanging on a wall and ignore. He said we do monthly inspections on our fire extinguishers, and he asked Chief Fritts to get the AED on the schedule for a monthly inspection. He said we actually contract with a company that will come in and service and certify those instruments once a year, so we will want to get the AED on that rotation. Mr. Ford said we have AEDs in some of our Town buildings and the police cruisers and fire trucks. He said it would be a worthwhile effort to place AEDs in all of our Town owned buildings at some point in time. Mr. Ford it would be about a \$1,200 - \$1,300 investment for each unit but when someone has a cardiac event, seconds matter. Mayor Vest thanked Mr. Ford and Chief Fritts for taking care of those two projects and getting them completed.

Alderman Communications was the next item on the agenda. Mayor Vest asked the Aldermen if they had any comments. Alderman Countermine said he had the privilege of attending the annual Arbor Day Celebration, and even though it rained, there were still twenty or more people in attendance. He said the Parks and Recreation Department really deserves a pat on the back for all their hard work; this makes the 15th year for the Town being awarded the Tree City designation. Alderman Countermine said, in his opinion, he doesn't think Jonesborough has ever looked better than it does now, and he is proud to be a citizen of such a beautiful place. Alderman Dickson said he went by the new fleet maintenance building and it looks like it is coming along great. He said he is excited to see that building completed and take of tour of the interior.

Town Attorney Comments was the next item on the agenda. Attorney Wheeler said he has been working on several projects for the Town but had no new litigation to report.

Citizen Comments was the next item on the agenda. Mayor Vest asked if there were any citizens who would like to address the Board. There were no comments.

The first item under Old Business was the revised agreement with the Jonesborough Civitan Club associated with the development and care of a dog park operation on Jonesborough's Rosenbaum property. Mayor Vest said this was discussed at the last BMA meeting and added that minor changes have been made to the

agreement. He said it looks like a good agreement and we appreciate the Civitan Club assisting our Town with our new dog park. He said between a \$25,000 donation from the Civitan Club and \$25,000 from the Randy Boyd Foundation, we have a very nice start for a dog park. Mayor Vest said we are putting the dog park in a beautiful area with a little creek and lots of trees; it is going to end up being a nice park. Mayor Vest asked the Alderman if they had any comments. Alderman Causey asked if the Town is required to put the Randy Boyd Foundation name on the signage. Bob Browning replied no. He said we submitted two applications, one was to the Boyd Foundation and the second one was to Pet Safe; if we had gotten the Pet Safe Foundation Grant, we would have been required to use their name on the signage, but we do not have to use the Boyd Foundation name. Mr. Browning pointed out that we have negotiated with the Civitan Club on the language in the agreement. He said his understanding is the Civitan Club is meeting tomorrow and we feel they will accept the latest version of the agreement. Mr. Browning said if the BMA passes the agreement and the Civitan Club passes it, then it will be a done deal. He said the Civitan Club wants to do something good for the community and the Town wants to make sure we are operating on the basis of creating an on-going relationship with the Civitan Club related to the dog park. Mayor Vest asked if an actual name is tied to the dog park yet. Bob Browning said the name will come from the Civitan Club with approval from the BMA. Alderman Dickson asked who were the Civitan Club representatives that staff has been working with. Bob Browning said Mike Dickson is the president, Jimmy Rhein and Tom Pardue have been major advocates, and Steve Alexander has also been in the meetings. There being no further discussion, Alderman Countermine made the motion to approve the revised agreement, seconded by Alderman Causey and duly passed.

INSERT AGREEMENT

The first item under New Business was the approval of an Intern for the Storm Water Management Program. Mayor Vest said the recommendation is to use Storm Water Reserve Funding, which is approximately \$24,000, to hire a summer intern to help the Town meet the Tennessee Department of Environment and Conservation (TDEC) guidelines for a storm water and erosion control program, and using the Scope of Work established for the temporary internship of up to 12 weeks at the Grade 1, Step 1 (\$10.25 per hour) compensation level. Mayor Vest asked the Aldermen if they had comments. Alderman Dickson said he is glad to see this because it is beneficial for the Town to work with young people in this capacity. There being no further discussion, Alderman Dickson made the motion to approve the use of Storm Water Reserve funds to pay for a summer intern to assist the Town in meeting TDEC guidelines at Grade 1, Step 1 (\$10.25 per hour), seconded by Alderman Causey and duly passed.

TOWN OF JONESBOROUGH STORM WATER MANAGEMENT PROGRAM 2019 SUMMER INTERNSHIP

The Town of Jonesborough is employing a summer intern to assist in achieving goals associated with the Town's Small Municipal Separate Storm Sewer System (MS 4) Management Program. The Intern is expected to operate on a hourly basis at \$10.25 per hour for a two to three month period. The following represents the possible scope of work involved in the internship:

1. Public Education and Outreach

Develop/Revise a comprehensive public information and outreach plan including information and activities that let the general public know the best management practices intended to minimize storm water pollution. The plan must include activities that will inform and educate target audiences like the local engineering and development community, homeowners associations, school age youth, civic clubs, etc. Information can be communicated by social media, newspaper articles, video, power-point presentations, student activity books, fliers and brochures, etc.

2. Public Involvement and Participation Program

Develop/Revise a Public Involvement and Participation Program developing methods for increasing public participation in storm water related activities and events, and citizen involvement in reporting illegal spillage, dumping and illicit disposal that impact the Town's Storm Water Management System.

3. Illicit Discharge Detection and Elimination

Develop/Revise the Town's program to eliminate illicit discharges into the Town's storm sewer system. The activities include identifying any non-storm water discharges, reinforce the Enforcement Response Plan, enhancing the Town's storm sewer system map, and educating public employees, businesses and general public to the dangers of illicit discharges.

4. Construction Site Runoff Pollutant Control

Develop specific standards and requirements in the review of construction general permits that are documented in each plan review. Also establish a checklist of review areas that help ensure a thorough review of each project has taken place, and will be used by engineers as a guide to make sure all technical standards in a construction storm water runoff control plan are adequately addressed.

Accountability

The Storm Water Intern will be accountable to Chief Phil Fritts and Building Inspector JW Greene.

The next item for discussion was approval of the Tennessee Consolidated Retirement System (TCRS) rate reduction from 8.57% to 7.0%. Mayor Vest said the Town will be able lower its contribution rate which will benefit us financially in the General Fund, Solid Waste Fund, and Water and Sewer Fund. Mayor Vest asked the Aldermen if they had any comments. There were none. Mayor Vest asked Mr. Browning if he had any comments. Mr. Browning said he has given the BMA two rates, 5.99% which is the lowest rate the TCRS would find acceptable to meet our obligations with the retirement program and the 7.0% rate. He said he and Recorder Miller are recommending that the BMA not adopt the lowest rate. Mr. Browning said the Town has been contributing 8.57% and the recommendation is that the rate be reduced to 7.0% which we feel will help stabilize the rate in the future. Mayor Vest said he agrees with the 7.0% and asked the Aldermen if they had any comments. There being no comments, Alderman Causey made the motion to approve the TCRS rate reduction to 7.0% beginning July 1, 2019, seconded by Alderman Countermine and duly passed.

The next item for discussion was the approval of an increase in employee health insurance premiums for the period June 1, 2019, through May 31, 2020, and reduction of the Town's contribution to the Health Reimbursement Account. Mayor Vest said we had sticker shock at the initial rate increase we received just like a lot of other companies, and many companies are not able to negotiate that increase down like we did. He said he appreciates Ms. Miller and the Town's agent Lyman Fulton negotiating with Blue Cross/Blue Shield to get a less painful increase. Mayor Vest asked the Aldermen if they had any comments. Town Recorder Abbey Miller said there are no changes in benefits. Ms. Miller said we try to wait and reduce benefits in a year when there is a large increase in premiums. Mayor Vest said to maintain current benefits and have only a 7% increase in premiums is great. Alderman Countermine made the motion, seconded by Alderman Dickson, to approve the employee health insurance premiums from Blue Cross/Blue Shield resulting in an increase of 7.45% in all funds for the period June 1, 2019, through May 31, 2020. The motion was duly passed.

Alderman Causey made the motion, seconded by Alderman Countermine, to approve reducing the Town's contribution to the Health Reimbursement Account from 20% of the Town's maximum exposure to 10% for the 2019-20 fiscal year. The motion was duly passed.

The next item for discussion was the approval of a Resolution establishing tobacco use restrictions in public places in Jonesborough. Mayor Vest asked the

Aldermen if they had any comments. There being none, Alderman Dickson made the motion, seconded by Alderman Counterline, to approve the Resolution revising the policy prohibiting the use of tobacco products in certain public facilities and areas within Jonesborough. The motion was duly passed

INSERT RESOLUTION

The next item for discussion was the approval of a Public/Private Agreement for stormwater improvements along the Lost State Scenic Walkway with Viktor Sulkowski in the area between Second and Third avenues. Mayor Vest asked Mr. Browning if he had any comments. Mr. Browning said that sometimes when we have a lot of rain on that section along the wall across the Sulkowski property, we have had three or four inches of water on the walkway itself which pretty much shuts down the use of the walkway. He said we have worked out an agreement with Mr. Sulkowski that will allow us to solve that problem. Mayor Vest asked the Aldermen if they had comments. There being no comments, Alderman Dickson made the motion, seconded by Alderman Causey, to approve the agreement with Viktor Sulkowski allowing the Town to install a catch basin and drain tile across his property to prevent standing water on the Town's walking trail and on a section of Mr. Sulkowski's property. The motion was duly passed.

INSERT AGREEMENT

There being no further business, Mayor Vest adjourned the meeting.

ABBIE MILLER, RECORDER

CHUCK VEST, MAYOR