

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

May 14, 2018

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Monday, May 14, 2018, at 7:00 p.m. at Town Hall, 123 Boone Street, Jonesborough, TN.

The first item on the Public Hearing agenda was the Clarifying Language in Ordinance No. 2012-09 Related to Stormwater and Ordinance No. 2003-04 inadvertently left out of the Municipal Code. There were no comments.

The next item on the Public Hearing agenda was an Ordinance placing the Privilege Tax for manufacturing intoxicating liquors in Jonesborough in Section 2-109 of the Municipal Code. There were no comments.

The next item on the Public Hearing agenda was an Ordinance replacing Title 13, Chapter 2, Sewer and Wastewater Treatment, in its entirety. There were no comments.

The next item on the Public Hearing was an Ordinance establishing a \$250 re-connect fee for any customer that tampers with a water meter or lock on a water meter that results in the Town removing the meter from the meter box assembly. There were no comments.

The Public Hearing was closed.

ABBEY MILLER, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

May 14, 2018

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, May 14, 2018, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

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

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

The next item was the Consent Agenda. Mayor Vest asked if there were any items that the Aldermen wished to have pulled from the Consent Agenda. Alderman Sell requested that the Special Event Permit Request for the Pioneer Pride 5K Run be pulled from the Consent Agenda for discussion. Mayor Vest asked for a motion to move the Special Event Permit Request for the Pioneer Pride 5K Run from the consent agenda and add it to the regular agenda for discussion and possible action. Alderman Sell made the motion to move the Pioneer Pride 5K Run Special Event Application from

the Consent Agenda to the regular agenda, seconded by Alderman Causey and passed unanimously.

There being no further discussion for the Consent Agenda, Alderman Countermine made the motion, seconded by Alderman Dickson, and duly passed to approve the following items on the Consent Agenda:

1. Approve the following minutes for the April 9, 2018, BMA meeting:
2. Approve the following April bills for payment:

<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
88788-88953 AP	\$217,538.28		
88954-88967 AP	\$19,100.32		
88968-88975 AP	\$3,453.06		
88976-88984 AP	\$32,785.39		
88985-88996 AP	\$12,325.97		
88997-890011 AP	\$10,431.59		
89012 AP	\$855.00		
89013-89032 AP	\$13,139.15		
89033-89036 AP	\$1,685.06		
89037-89069 AP	\$11,037.65		
89070-89073 AP	\$4,675.00		
	\$327,026.47		
57475-57571 AP		\$254,506.96	
57572-57575 AP		\$13,561.72	
57576-57581 AP		\$1,988.21	
57582-57587 AP		\$58,451.60	
57588-57590 AP		\$4,441.37	
57591-57592 AP		\$2,512.72	
57593-57603 AP		\$20,811.91	
57604-57605 AP		\$423.47	
57606-57611 AP		\$10,488.37	
		\$367,186.33	
7917-7937 AP			\$16,383.72
7938-7939 AP			\$6,426.58
7940 AP			\$190.00
7941 AP			\$524.33
7942-7943 AP			\$227.32
7944-7946 AP			\$3,408.78
7947-7948 AP			\$93.00
			\$27,253.73

3. Approve the following Town Administrator Report:

Wastewater

Along with taking care of more routine wastewater collection system repairs, the Wastewater crew has worked on site improvements at the Wastewater Treatment Plant, especially preparing the building sites for the Wastewater Building and the Fleet Maintenance Facility. Our staff has undertaken a lot of work preparing for building construction of these new buildings.

Infiltration/Inflow – The Wastewater crew continues to camera during heavy storm events and to document areas needing repair or replacement. The crew will go ahead and fix problems they can correct more easily.

Crockett H.S. Sewer – Complete except for pumping remainder of package plant when requested by school.

Pump Station Elimination – No progress was made on this initiative last month due to heavy workload.

Water

Water Treatment – The new pump at the Rock House Road pump station is operational and the variable drivers as well. The three pumps are 100% functional. The only thing left is for the new pipes and valves to be painted to keep them from rusting, and the painters are supposed to be in next Monday to totally complete the job. We are replacing a high service pump in the pipe gallery down below in the Treatment Plant. The existing pump is one of the original pumps and does not operate to capacity. In order to get the new pump downstairs, we have to use an existing hoist and beam to travel into the building to a hatch that opens to the basement floor. Mark Brumback's crew is working on the hoist to get it recertified because it has not been used in years and must be inspected for liability purposes before being used to lift. The older MIOX disinfection system has been down for an extended period, and Mark Brumback says it is back and fully functional as a back-up to our new MIOX unit.

By-Products Reduction – We test again for by-products the first week in June.

Water Loss – Water Distribution has been working to move water lines that have to be moved again due to changes in two TDOT projects. We have line extensions approved by the BMA and Distribution is working on these lines. When these projects are complete, his crew will get back to replacing cast iron Water Line on E. Main Street and W. Main Street. Our water loss still remains between 20%- 22%.

Transportation

Jackson Blvd – Boones Creek Rd Intersection – Summers Taylor is moving along more rapidly on this project now that the weather has improved. The contractor was supposed to finish this month, but they will have a number of days of extension due to inclement weather.

Persimmon Ridge Road & W. Main Street – Utility companies have been moving their lines. The project is supposed to go out to bid this month.

SR-81 at Persimmon Ridge Rd – We have not heard back from Nashville whether the Feasibility Study on this project has been approved for the TDOT to undertake.

2nd Ave/Woodrow Ave. Intersection. – The curb is in place now and the Street Crew will be backfilling and final grading of the drainage way which will be completed soon using top soil from our Rosenbaum Property. The job will be complete this month.

N. Cherokee St./Smith Lane – The survey has been completed of the right-of-way needed for the connector from N. Cherokee Street to Smith Lane. In order to get the proper turning radius needed on either end of the connector for through traffic to navigate the curves safely, a very small amount of additional right-of-way was needed at each end. The survey was sent to Janice Randolph for her review and concurrence, and she responded by saying she was fine with the additional small area needed for a proper radius from N. Cherokee Street without any additional compensation. Wolfe Development said the very small amount of land needed from them would be available without compensation. The survey plat has been sent to Town Attorney Jim Wheeler in order for him to prepare deeds for Janice Randolph's property as well as the very small amount needed from Wolfe Development.

The Traffic Signal at Smith Lane and Jackson Blvd. has been approved by the MTPO and TDOT. The project cost is budgeted at \$300,000 and it is funded at 100%. I am working with TDOT to move the signal installation along.

Franklin Ave – The curb has been installed. The Street Crew is completing the left turn lane into West Hills Drive, and when that is complete they will backfill behind the curb along Franklin Ave and complete the entire grading at the McKinney Center.

2nd Ave and Jackson Blvd – We intend to undertake this right turn lane in the next couple of months, but to do it when we have wet weather. We can work on this project if it has rained a couple of days because we are working for the most part on top of asphalt.

Left Turn Lane 11E and West Hills Drive. – The Street Crew is completing the paving of this left turn lane and should be totally complete by the beginning of next week.

Paving. – Franklin Ave. and the intersection with Spring Street will need to be paved. We may wait until next fiscal year to undertake the paving due to the current work load.

Grants

LPRF Grant – We have submitted to appraisal on the property to RES for review to get credit for the value of the land as part of our match obligation. The property was appraised at \$250,000. Todd Wood has calculated the top soil we will need for the project, and we will stock pile it at the top of the hill (gravel parking area) at the existing garage as we move top soil off of the Fleet Maintenance building site.

CDBG Façade Grant – We will be sending out the RFP for the Jackson Theatre steel work next week, and C.W. Parker of Ken Ross Architects is separating the steel related work in the front wall of the Jackson Theatre so we can get a more definite cost of that front wall structural work because it is grant eligible through the Façade Grant. C. W. Parker is also finalizing the RFP on the marquee and sign, with the intent to get it out to bid next week as well. All the marquee and signage work is grant eligible as well.

Jackson Theatre –The Carter County Work Crew. Continues to work in the Stage Door building. The initial effort has been in shoring up the building structurally. We have received approval on the RFP specifications for the structural steel work in the Jackson Theatre, and we expect those bid requests to be sent out next week. This work is complicated and will be the most expensive component of the Jackson Theatre project.

McKinney Center Parking – The Street Crew will complete the grading below the new parking area when they backfill behind the curb just installed down the eastside of Franklin Ave. We will be using topsoil removed from the Fleet Maintenance Facility site.

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:

The inmate crew continued with demolition on the Stage Door this month. The demolition is complete as we have the interior of the building down to the bare exterior stud walls. Once this was complete, we stabilized the downstairs and upstairs with temporary posts in order to remove the center support structure of the building. Once complete we removed the center support structure in order to strengthen the entire building.

The crew dug down the center 3 feet deep and we placed two feet of stone back in the bottom of the ditch and compacted the stone as we filled it back in. We poured an oversized footer with large rebar in order to have a better foundation for the center support to rest on.

I have had numerous site meetings with individuals from Ken Ross architects and with John Jacobs, structural engineer. Mr. Jacobs finally delivered a cut sheet to me today recommending we replace the center support beams with steel.

There have been numerous changes to this building. I noticed on the plans that the water line was to go down the alley between the Jackson Theater and Main Street Café, proceed through the new basement of the Jackson and back up to the Stage Door.

This configuration would have cost a lot more money to the Town. The waterline is a 3 – inch line. In addition, the water heater was located in the Jackson and plans called for a hot water recirculation system. I have eliminated all of that.

There is a fire line that comes into the Stage Door now that will not be used. I advised the architect that I was going to install a 3 – inch meter there and come straight into the Stage Door with the new line. This will eliminate several hundred feet of waterline and the recirculating system. I recommended placing a hot water heater underneath the stairs in the Stage Door and eliminating the recirculating system.

The majority of the water usage is going to be in the Stage Door building. This plan makes more sense to me and again saves a lot of money. I have finally convinced their plumbing engineer that this is the way to go.

I am actually having a site meeting with individuals from Ken Ross's office on May 11. We are lowering the first floor of the building and they are wanting to lower the second floor as well. There are numerous problems that will not show up until the finish work; therefore, I am going to go over this with them in order that all these issues are thought through.

As you are aware, I requested we pour a concrete slab on the first floor. This allows us to lower that first floor and makes the majority of our ADA issues go away. By lowering the floor, it also allows a much easier transition into the Jackson Theater when we connect those buildings.

I will not have the inmate crew the week of May 14. I am utilizing this time to work through the aforementioned issues and will get materials ordered for our next phase so that we can really get going on this project when the crew returns.

The Street Department was able to complete a few projects this month as well with respect to construction. The Franklin Avenue/Spring Street project is complete with respect to construction. All the curbing has been installed on that project as well. We can now complete the backfill on this project and get the street paved.

Curbing was also installed at the Woodrow and Second Avenue project. Again, we can now complete the backfill, sew the grass and that project will be completely finished.

We also had curbing installed at the intersection of College and Washington. This eliminated a flooding problem that has been ongoing for over 10 years. I checked with the homeowner and so far, the curbing has eliminated the runoff flooding on that property. Again, once we backfill and sew in grass, that project will also be completed.

The turn lane into the Dollar Tree is almost complete. Construction of the turn lane and the stone base was completed. The plans called for the asphalt to be installed in three lifts. Upon completion of the second lift, the paver broke down. We will attempt to get the final lift of asphalt down the week of May 14.

I met with Malcom about having the traffic signal contractor on the 11-E/Boone Street project to move the generator hookup from the old signal box to the new one. As you are aware, when we have a power outage, we do not have enough staff to work this intersection. I had a hookup installed on the old signal head several years ago and did not want to lose this capability.

As far as I know, we are the only agency in the State, maybe even in the southeast or country that has backup generator capability on most of our traffic signals. This is a big deal for us. Not only is it safer for the motoring public, it is much safer for our officers and firefighters.

We also started construction on the camp ground area. As you know, we have had a plan for this for several years now, we just did not have the means to get it done. We obviously have funding set aside for this project in reserves. It may take some time to complete this as we will work on it on a part time basis, but at least we have started and we have a plan. This will enhance the park when completed and will generate additional revenue for our park and recreation department.

I have attended numerous meetings this month on the garage project. At this point, we are ahead of schedule with regard to the site preparation.

I am currently working with Chief Fritts on his budget, as well as, short and long term plans for the Fire Department. This process may take a few months to complete, but we will be forwarding some proposals to you in the coming weeks regarding the future of our fire service.

I attended the EMS Board of Directors meeting on April 10. I also attended the state of the City/County/Town event with Mayor Vest this month. Mayor Vest and Melinda Copp both spoke at this event and represented Jonesborough very well. They both did an exceptional job.

I will make every attempt next month to share an update of projects for the Street Department and Water Distribution.

5. Approve the following Committee Reports: Jonesborough Board of Zoning Appeals, Jonesborough Planning Commission, Historic Zoning Commission, Tree and Townscape Board, McKinney Center Advisory Board and Traffic Advisory Committee.
6. Approve the following Supervisor Reports: Water Distribution, Building Inspector, Wetlands Water Park, Police Department, Solid Waste and Recycling, Water Treatment, Visitor Center Manager, Fire Department, Parks and Recreation, Street Department, Animal Control, Tourism Director, Environmental Services/Wastewater, JRT Artistic Director, Senior Center, Website Manager, and McKinney Center.
7. Accept the resignation of Matthew Stout as a Public Safety Officer.
8. Approve the hiring of Adam Edens as a Public Safety Officer at Grade 10 Step 1 (\$33,067), moving to Grade 10 Step 2, upon graduation from the Police Academy, subject to all pre-employment conditions for a PSO including WorkSteps.

9. Approve the hiring of Hunter Curtis as a Water Worker I at Grade 1 Step 1 (\$21,315), subject to all pre-employment conditions including WorkSteps; and to remain in Grade 1 Step 1 through the 2018-2019 fiscal year due to being hired near the end of the current fiscal year.
10. Approve the hiring of Wetlands Water Park employees and their compensation as well as the 2018 Water Park Employee Compensation Plan as follows:

EMPLOYEE	TITLE	PAY RATE 2018	GRADES
Emily Wilson	Seasonal Manager	\$8.50 per hr	6
Cyndy Lucas	Admin Assistant	\$9.75 per hr	5
Chris Scaf	Head Lifeguard	\$9.00 per hr	5
Noah Reeves	Head Lifeguard	\$8.75 per hr	5
Spencer Walsh	Café Supervisor	\$8.75 per hr	5
Odyessie Thomas	Café Supervisor	\$8.75 per hr	5
Colton Estep	Lifeguard	\$7.50 per hr	4
Zeb Holland	Lifeguard	\$7.75 per hr	4
Holden Gaylor	Lifeguard	\$7.75 per hr	4
Dylan Stout	Lifeguard	\$8.00 per hr	4
Bayley Baldwin	Lifeguard	\$7.50 per hr	4
Sydney Townsend	Lifeguard	\$7.25 per hr	4
Rebekah Rice	Lifeguard	\$7.50 per hr	4
Landon Quillen	Lifeguard	\$7.50 per hr	4
Taylor Phillips	Lifeguard	\$7.75 per hr	4
Desiray Bacon	Lifeguard	\$7.25 per hr	4
Joe Gunther	Lifeguard	\$7.50 per hr	4
Tabitha Ley	Lifeguard	\$7.50 per hr	4
Dakota Stout	Lifeguard	\$7.25 per hr	4
Bo Britton	Lifeguard	\$7.75 per hr	4
Leigh Ann Ornduff	Lifeguard	\$7.75 per hr	4
Josh Maupin	Lifeguard	\$7.25 per hr	4
Sarah Garland	Lifeguard	\$7.25 per hr	4
Carter Pollock	Lifeguard	\$7.25 per hr	4
Adam Stafford	Lifeguard	\$7.50 per hr	4
Ben O'Connor	Lifeguard	\$7.50 per hr	4
Bradley Myers	Lifeguard	\$8.25 per hr	4
Zach Ford	Slide Attendant	\$7.46 per hr	3
Morgan Dyer	Slide Attendant	\$7.46 per hr	3
Alyssa Weems	Slide Attendant	\$7.46 per hr	3
Garrett Bray	Slide Attendant	\$7.91 per hr	3
Madajah Manning	Slide Attendant	\$7.68 per hr	3

Kyle Watson	Slide Attendant	\$7.68 per hr	3
Saylor Cain	Slide Attendant	\$7.25 per hr	3
Ben Carter	Slide Attendant	\$7.25 per hr	3
Dana White	Slide Attendant	\$7.25 per hr	3
Emily Hylton	Slide Attendant	\$7.25 per hr	3
Maggie Anderson	Slide Attendant	\$7.25 per hr	3
Hannah Blair	Slide Attendant	\$7.25 per hr	3
Taylor Casey	Slide Attendant	\$7.25 per hr	3
Ayden Begley	Slide Attendant	\$7.46 per hr	3
Breanna Mauk	Slide Attendant	\$7.25 per hr	3
Jessica Foister	Slide Attendant	\$7.25 per hr	3
Candice Johnson	Slide Attendant	\$7.68 per hr	3
Bailey Wynn	Slide Attendant	\$7.25 per hr	3
Caroline Walsh	Slide Attendant	\$7.68 per hr	3
Treasure Lee	Slide Attendant	\$7.25 per hr	3
Ethan Dockery	Slide Attendant	\$7.25 per hr	3
Ryan Cottage	Slide Attendant	\$7.91 per hr	3
Katisha Blevins	Café	\$7.25 per hr	2
Kayla Craig	Café	\$7.46 per hr	2
James Woods	Café	\$7.25 per hr	2
Hunter Harris	Café	\$7.46 per hr	2
AJ Boyd	Café	\$7.46 per hr	2
Emily Onks	Café	\$7.46 per hr	2

EMPLOYEE	TITLE	PAY RATE 2018	GRADES
Sean Hayes	Café	\$7.46 per hr	2
Ashton Church	Café	\$7.25 per hr	2
Maddisyn Phillips	Café	\$7.25 per hr	2
Dalton Williams	Café	\$7.25 per hr	2
Madison Ferguson	Café	\$7.25 per hr	2
Sydnee Hill	Café	\$7.25 per hr	2
Kevin Watson	Café	\$7.25 per hr	2
Marley McCoy	Café	\$7.25 per hr	2
Brandon Phillips	Café	\$7.25 per hr	2
Olivia Hulce	Café	\$7.25 per hr	2
Hannah Decker	Café	\$7.25 per hr	2
Josie Vest	Café	\$7.25 per hr	2
Nate Harrison	Café	\$7.25 per hr	2
Treyson Marler	Café	\$7.25 per hr	2
Austin Barnett	Café	\$7.68 per hr	2

Logan Chandler	Café	\$7.46 per hr	2
Destinee Thomas	Café	\$7.91 per hr	2
Nancy Comer	Customer Service	\$8.15 per hr	2
Patty Rosenbaum	Customer Service	\$8.40 per hr	2
Makayla Wyatt	Customer Service	\$7.46 per hr	2
Susanne Thomason	Customer Service	\$7.46 per hr	2
Rebekah Hartley	Customer Service	\$7.91 per hr	2
Emily Garland	Customer Service	\$7.68 per hr	2
Jerry Blevins	Maintenance	\$7.68 per hr	2
Shea Pharris	Greeter	\$8.15 per hr	1
Keli Smith	Greeter	\$7.25 per hr	1

**WETLANDS WATER PARK
COMPENSATION PLAN
2018 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** Lifeguards
- 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

* Satisfactory performance and season completion will determine eligibility. Any active employee, regardless of their 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.

11. Approve the change in companies to Companion Life Insurance Co. providing employee life insurance coverage resulting in a premium of \$4.50 per month per employee for a \$25,000 life insurance policy and increase the life insurance benefit for police officers and fire fighters to \$50,000 for a cost of \$9.00 per month each, resulting in a total premium per month for life and dismemberment insurance to \$602.10, based on the current number of full time employees.
12. No action required, only an acknowledgement in the minutes that the State Debt Obligation Report related to the Capital Outlay Note, Series 2018, for the Fleet Maintenance Facility Construction in the amount of \$500,000 was provided to the BMA.

Insert Form

13. Approve the TDOT State Maintenance Contract for FY 2018-2019 as presented and authorize the Mayor and Town Attorney to execute it.

Insert Contract

The next item for discussion and approval was the Special Event Request for the Pioneer 5K Run to be held August 11, 2018. Alderman Sell said he would like to get cost estimates for all special events that are held in Jonesborough including overtime for Police, Fire, Street Dept., Solid Waste and other departments that are involved when an event takes place. He said he is not against having the events but feels there are some events that are costing the Town a substantial amount, and he would like to have information on event costs. Alderman Sell asked Police Chief Ron Street if Reserve Police Officers are being used during events. Chief Street said they have sixteen Reserve Officers who help with events. Operations Manager Craig Ford said that you still have to have a couple of paid officers working with Reserve Officers. Mayor Vest asked about why Main Street was being closed at 6:00 p.m. and the actual race was not beginning until 8:00 p.m. Rachel Conger, Parks and Recreation Director, said that it takes some time to set up everything for the finish line area for the race, but she would get with the race event coordinator about moving the time to close Main Street to 7:00 p.m. Alderman Sell made the motion, seconded by Alderman Dickson and duly passed, to approve the Special Event Permit Request from David Crockett High School's Athletic Department to hold the Pioneer 5K Walk/Run on Saturday, August 11, 2018, from 8:00 p.m. to 11:00 p.m., closing Main Street downtown at locations and on a time schedule that the Police Department feels is appropriate based on an effort to keep the street open as long as possible, subject to the Town Attorney's review and acceptance of the Hold Harmless Agreement and proof of insurance.

The next item on the agenda was the approval of the Financial Report. Alderman Sell asked Town Recorder Abbey Miller if all of the property taxes have come in. Ms. Miller said about 95% of the 2017 property taxes have been collected. Bob Browning said that the in-lieu of property tax payments normally come in near the end of the fiscal year. Motion was made by Alderman Countermine, seconded by Alderman Causey and duly passed, to approve the Financial Report as presented.

Communications from the Mayor was the next item on the agenda. Mayor Vest announced the following:

Mayor Vest announced that Jonesborough "Paws in Blue" will be held on Saturday, September 8, 2018, beginning at 10:00 a.m., at Persimmon Ridge Park and Wetlands Water Park; this fundraising event is being held to raise money to purchase an additional K-9 Officer for the Police Department. Mayor Vest said he appreciates the

efforts of Ruth Verhegge and the Flag Committee for their hard work in overseeing this event.

Mayor Vest said there is a vacancy on the Tree and Townscape Board due to a resignation of one of the members. He said the recommendation is to appoint Josh Conger to fill the unexpired term of the vacant position. Alderman Countermine made the motion, seconded by Alderman Dickson and duly passed, to appoint Josh Conger to the Tree and Townscape Board.

Mayor Vest said in looking at the Town's pay scale and the quality of Town employees, he would encourage the Board to move toward increasing the Grade 1 entry level on the pay scale to \$25,000 for full-time employees.

Mayor Vest asked Glen Woodfin to come forward to accept the May, 2018, Employee of the Month Award. Mayor Vest read the following nomination letter:

Glen Woodfin, of the Street Department, has been named Town Employee of the Month for May 2018. Although Glen has only been with the Town a short while, his impact on the Street Department has been profound. Glen strives to be involved in every aspect of the operations, from coordinating with the Director, to overseeing project design and layout, to project implementation, project close out and completion. Glen's influence can be felt all through the department and the Town. Recently Glen handled all Animal Control calls for 6 weeks while another employee was on leave. He took phone calls without complaint...nights, weekends holidays. Glen also assists in executing the snow/ice removal plan. If Glen is contacted at 2 am for a weather "call in", he is usually already in Town or on his way. He is the first man in, starts and prepares all equipment, loads all the salt, and basically has everyone's equipment ready when they get here and is also the first man on the road removing snow and ice. Glen also works around town helping other departments like supplying dirt for grading/finishing baseball fields, asphalt patches for the Water Department and setting up for traffic control for all festivals. Glen can operate heavy equipment, mapping equipment, design traffic control, perform grading and layout and an additional 3 pages of qualifications. To sum it up, Glen Woodfin is an integral part of the operation of the Town of Jonesborough, not just the lynch-pin of the Street Department.

Submitted by: Malcolm Highsmith, Street Director

Glen Woodfin said it is all about team work and thanked the Board for the award and Malcolm Highsmith for his kind words. Mayor Vest thanked Glen for his dedication to the Town.

Mayor Vest said we should be really proud of the McKinney Center staff. He said he recently visited the McKinney Center; they have a lot going on and he appreciates their efforts and hard work. Mayor Vest said he and Melinda Copp attended the Annual State of the City, County Town, Luncheon on April 27th at the Millennium Centre. He thanked Ms. Copp for an outstanding job in promoting Jonesborough.

Aldermen Communications was the next item on the agenda. Mayor Vest asked if any Alderman had any comments. Alderman Countermine thanked the Fire Dept., EMS and Matt Townsend who helped his wife, Sandy, when she fell and broke her foot on the walking trail at Persimmon Ridge Park.

Alderman Sell expressed concern about the cost of the Fleet Maintenance Facility buildings going over the original estimated amount of \$750,000. He questioned the additional cost of \$19,000 to change the color of the roof to red. Town Administrator Bob Browning said the Board approved the red color for the roof, and at the time, staff members were under the impression that there would be no additional charge for the red color. He said Brian Buck contacted staff and informed them that the crimson red color would cost \$19,000, and due to the fact, they had to get the roof material ordered that day or there would be a delay on the delivery of the materials, Mr. Browning said he went ahead and ordered the crimson red color for the roofs, which had been approved

by the BMA. Mr. Browning apologized for not communicating this to the Mayor and Board members the day of the order. Aldermen Sell asked if they could change the color of the roof back to the original color. Mr. Browning said he was not sure but he would contact the Buck Steel representative first thing Tuesday morning and communicate back to the BMA what he found out. Alderman Countermine said when the people that live in the condos across from the site of the new facility came to express concerns about the facility maintenance buildings, the Board promised them that the new facility would not negatively impact them or decrease their property values. Alderman Sell said he was concerned about costs getting out of hand and about staff being deterred from their daily duties and getting burned out with additional work. Mayor Vest said he feels costs will come in close to the \$750,000 and that there may possibly be some cost overrun, but he trusts staff to keep the costs down. Mr. Browning said the staff has made a commitment to do this project as inexpensively as possible and are motivated to get it done.

Town Attorney Comments was the next item on the agenda. Attorney Wheeler said he had nothing new to report.

Mayor Vest asked if any citizens who would like to make comments at this time. There were none.

The first item under Old Business was an Ordinance Clarifying Language in Ordinance No. 2012-09 Related to Stormwater and Ordinance 2003-04 inadvertently left out of the Municipal Code. Motion was made by Alderman Dickson to approve the Ordinance on second and final reading Clarifying Language in Ordinance No. 2012-09 Related to Stormwater and Ordinance 2003-04 inadvertently left out of the Municipal Code, seconded by Alderman Countermine and unanimously passed.

Insert Ordinance

The next item on the agenda was an Ordinance placing the Privilege Tax for Manufacturing Intoxicating Liquors in Jonesborough in Section 2-109 of the Municipal Code. Motion was made by Alderman Sell to approve on seconded and final reading the Ordinance placing the Privilege Tax for Manufacturing Intoxicating Liquors in Jonesborough in Section 2-109 of the Municipal Code, seconded by Alderman Causey and unanimously passed.

Insert Ordinance

The next item on the agenda was an Ordinance replacing Title 13, Chapter 2, Sewer and Wastewater Treatment, in its entirety. Motion was made by Alderman Countermine to approve on second and final reading the Ordinance replacing Title 13, Chapter 2, Sewer and Wastewater Treatment, in its entirety, seconded by Alderman Sell and unanimously passed

Insert Ordinance

The next item on the agenda was an Ordinance Establishing a \$250 Re-Connect Fee for any customer that tampers with a water meter or lock on a water meter that results in the Town removing the meter from the meter box assembly. Motion was made by Alderman Causey to approve on second and final reading the Ordinance Establishing a \$250 Re-Connect Fee for any customer that tampers with a water meter or lock on a water meter that results in the Town removing the meter from the meter box assembly, seconded by Alderman Countermine and unanimously passed.

Insert Ordinance

The next item on the agenda was the approval of an application for a Certificate of Compliance – Retail Liquor Store for Jonesborough Wine & Spirits. Bob Browning said that Clint and Tyler Douglas have a purchase agreement to acquire the lot next to the new Dollar Tree at 805 West Jackson Blvd., and they are wanting assurance from

the Board that there will not be any issues in getting a Certificate of Compliance at the proposed new liquor store location. He said this location is in the Retail Liquor Overlay Zone. Abbey Miller said that their current Certificate of Compliance for 1000 West Jackson is good through May, 2019. Attorney Wheeler said that Clint and Tyler Douglas' will have to get site plan approval from the Planning Commission before a Certificate of Compliance could be issued on the new site. He said that the way the Town Ordinance is written, that if a liquor store moves to another location and if a new business wants to apply for a liquor store Certificate of Compliance, it could do so. Attorney Wheeler said when an Ordinance is written, it is hard to predict what possibilities could emerge in the future, and that this Ordinance might need to be tweaked. Alderman Dickson asked if the staff could approve it. Attorney Wheeler said the Certificate of Compliance could only be approved by the BMA subject to site plan approval by the Jonesborough Planning Commission. Motion was made by Alderman Countermine to approve in concept the Certificate of Compliance for Jonesborough Wine & Spirits at the proposed 805 West Jackson Blvd location and subject to the Jonesborough Planning Commission approval of the site plan, and possible revisions by the Town Administrator and Town Attorney of the current Retail Liquor Store Ordinance. Alderman Sell seconded the motion, and it was unanimously passed.

The next item on the agenda was approval of the aerial/photograph agreement with Air One Media Flight Services, LLC (AOMFS) for drone-based photography and video services. Mr. Browning said the new proposed agreement has changed from last year's; AOMFS is proposing \$120 per flight for aerial videos. Dean Chesnut, owner of AOMFS, said there would be no fee for Police and Fire Department use. Motion was made by Alderman Sell, seconded by Alderman Causey and unanimously passed, to approve a twelve-month agreement with Air One Media Flight Services, LLC, beginning May, 2018, to May, 2019, as presented.

Insert Agreement

The next item on the agenda was the Resolution approving a Senior Center Vehicle Maintenance Plan. Motion was made by Alderman Dickson, seconded by Alderman Countermine and unanimously passed, to approve the Resolution adopting the Vehicle Maintenance Plan for the Jonesborough Senior Center.

Insert Resolution

The next item on the agenda was approval of the employee health insurance plan. Abbey Miller said there is a 7.21% increase in the health insurance premiums which runs from June, 2018, through May, 2019. She said that she and our insurance representative Lyman Fulton worked with Blue Cross-Blue Shield to keep the increase in the premium cost as low as possible and in order to do that the emergency room visit co-pay of \$250 has been eliminated and emergency room visits will now be subject to the deductible. Motion was made by Alderman Countermine, seconded by Alderman Causey and duly passed, to approve the employee health insurance plan with Blue Cross-Blue Shield for June 1, 2018, through May 31, 2019, with a 7.21% increase in premium rates.

The next item on the agenda concerned an increase in the life insurance benefits for all full-time employees. Alderman Causey said she feels all full-time employees should be entitled to the \$50,000 life insurance benefit, not just the public safety employees. Mayor Vest said he agreed. Alderman Sell said he wasn't against all employees getting the increase but was concerned about the cost and asked if this would happen now or would it be considered as part of the 2018-19 budget process. Alderman Causey said she feels it should be now because there is only a little over a month until the new budget begins on July 1st. Mayor Vest said staff will need to look for the \$5,000 in additional cost with the new fiscal year budget. Motion was made by Alderman Causey to approve an increase in life insurance benefits for all full-time employees to \$50,000 and seconded by Alderman Countermine. Upon call of the roll Aldermen voting Aye were: Alderman Causey, Alderman Countermine, Alderman Dickson. Those voting Nay were: Alderman Sell. The motion carried.

The next item on the agenda was approval to replace the IBM AS400 server for the Recorder/Water Department Office. Ms. Miller said that the current AS400 server is over 10 years old and is considered obsolete. She said she received notification that the new maintenance agreement will only be in effect until to January 1, 2019, and after that date we will not be able to obtain maintenance on it. She said she received a quote on a refurbished unit for about \$27,000 and IBM operating software had to be purchased separately. Ms. Miller said the quote for a new unit is \$28,900 including the software components and three years of maintenance. Motion was made by Alderman Causey, seconded by Alderman Sell and unanimously passed, to approve the expenditure of up to \$30,000 for a new IBM server for the Recorder's Office with the cost being included in the FY2018-19 budget, to be paid out of Water and Sewer Fund equipment reserve funds.

There being no further business Mayor Vest adjourned the meeting.

ABBAY MILLER, RECORDER

CHUCK VEST, MAYOR