

BOARD OF MAYOR AND ALDERMEN

CALLED MEETING

MAY 31, 2017

The Board of Mayor and Aldermen (BMA) met in a Called Session on Wednesday, May 31, 2017, at 8:00 a.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Wolfe called the meeting to order and led the group in an opening Prayer. Chief Ron Street led the pledge to the Flag.

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

Mayor Wolfe said the proposed FY 2017-18 budgets being reviewed at this meeting are for the Solid Waste, Drug and Water/Sewer Funds. Mr. Browning said the General Fund budget is more difficult, and added that MTAS has not yet provided us with State shared tax revenue figures. He said the staff hopes to have the budget for all departments available for first reading on June 12th at the Regular BMA Meeting. Mr. Browning said Ms. Miller is working on the 2016-17 projected amounts that have to be incorporated in the Budget Ordinance for the June 12th meeting.

Mayor Wolfe suggested starting with the Solid Waste budget. He said the fund balance of \$70,000 is good and is due to the rate increase for garbage last year. He added that we are setting aside \$5,000 per month to purchase a garbage truck in the future without having to borrow funds. Mayor Wolfe said there is a new truck currently in service that was received through the LESSO program.

Alderman Sell asked Jeff Thomas, Director of Solid Waste, about the status of the new cardboard truck. Mr. Thomas said the dumpsters will be delivered on Monday and the garbage truck that will be used with the new dumpsters is ready to go. He added that Gary Lykins is going to repair the current cardboard recycling crane truck, and then the recycling truck and containers will be sold on GovDeals.

Mr. Thomas thanked the Board and staff for establishing the equipment reserve in order to purchase a new truck in the future. Mr. Browning said one employee is used for the recycling program along with inmates to pick up recycling, sort, and bundle it.

The Drug Fund budget was the next item for discussion. Chief Ron Street said that Karen Guinn, Clerk of Washington County, has changed the computer system that accounts for fines collected, and since that time, the fines received by the Town have decreased drastically. He said he is working with Ms. Guinn to sort through the Town's fine receipts. Ms. Miller said it not only affects the Drug Fund but also Litigation Tax and

Court Fines revenue line items. Craig Ford said there have been some asset forfeiture guideline changes that will have some adverse impact on the funds the Town receives. Chief Street said that vehicles cannot be seized and sold until a person has been charged with two DUIs.

The Water and Sewer Fund was the next item for discussion. Mayor Wolfe said we are blessed with the water and sewer staff that we have, and the Water and Sewer Fund is in better shape than it has ever been and there is a good fund balance and reserve funds. He said that Artie White and Mike McCracken's departments have changed out a large number of meters; Jon Lucas has done a good job with the MIOX system and refining the processes at the Treatment Plant to save money; Cobern Rasnick has done a good job avoiding fines, etc from TDEC, eliminating pump stations and installing gravity lines. Mayor Wolfe said the growth areas are out Boones Creek Road and Tavern Hill Road. Mr. Browning said eight pump stations have been eliminated in the last ten years, and the Water Loss Project has been very successful. He added that the Town will be providing water and sewer to 68 acres at the industrial park that are being developed.

Mike McCracken, Water Distribution Director, addressed the BMA and said he is requesting a street broom truck with a blade to help with clean up in the County along with two new trucks.

Operations Manager Craig Ford said the Meter Department staff put a lot of miles on their vehicles, and he is recommending that we establish an annual vehicle replacement program for the meter department fleet.

Mayor Wolfe said the Town will continue to refine the treatment process at the Water Plant; the MIOX system is a very good deal along with the carbon feed system and the stream and current system.

Cobern Rasnick, Environmental Service Director, addressed the BMA and said he is requesting an upgrade of software in his system. He said the Maintenance Technician was hired to identify all the equipment in his department and set it up on a service program. He said there are over seven hundred pieces of equipment to be serviced. He said he contacted several vendors about the new system; the software is somewhat expensive up front, and the annual fee is \$6,900, but this program can be expanded to other departments within the Town. Mayor Wolfe thanked Cobern Rasnick for a job well done.

Mayor Wolfe said that General Fund department heads could discuss budget requests if desired. Cameo Waters, Tourism Director, said she would like to mention that the roof needs to be replaced at the Visitor Center due to several leaks; the roof replacement would cost approximately \$35,000. She also requested that the wood on the marquee sign be replaced due to rotting. She said Terry Alexander, Bob Browning, and Amber Crumley have designed an updated marquee sign with an estimated cost of \$5,000 if Ken Davis' crew can help with the work. Craig Ford said he would also

recommend removing the skylights and adding some new lighting in the lobby of the Visitor Center.

Phil Fritts, Fire Chief, said the air packs in his department that were purchased in 2005 need to be replaced; the Fire Department has sixteen packs and the Police Department has eighteen. Chief Fritts recommended not having air packs in every car which will lower the number of air packs by half. He said he has a quote for sixteen air packs for \$103,000, and the bottles for the air packs are \$800 each. Chief Fritts added that he applied for a grant that would cover 95% of the cost but he has not received notification if the Town was successful in getting the grant. Chief Fritts announced that the new fire truck will be in Jonesborough next week.

Ron Street, Police Chief, addressed the BMA and said he requested \$14,400 for pagers for the patrol officers. He also said the body armor is outdated and has applied for a grant to pay for one-half which would be \$8,000.

Malcolm Highsmith, Street Department Director, addressed the BMA and said he has requested a sweeper for the shoulder of the roads. Gary Lykins has stated that the sweeper that we presently use needs to be replaced. He said with a new sweeper he could dedicate one employee for half a day to clean streets in Jonesborough. He added that the cost is around \$35,000 - \$50,000. Mayor Wolfe said we need to get a good machine because cheapest is not always best. Gary Lykins said the sweeper we have now is a 1995 model and was used when the Town purchased it.

Abbey Miller said she is proud of all the capital projects and equipment purchases in the Water/Sewer Fund that have been paid for in the current year without having to borrow money.

Bob Browning said there has to be a ten-day notice published in a local paper for the Public Hearing before the second reading of the Budget Ordinance.

Mayor Wolfe commended the staff for a job well done in the preparation of the proposed budgets for the 2017-18 fiscal year.

The last item on the agenda was the Resolution authorizing the lease to purchase Police Department vehicles. Motion was made by Alderman Countermine, seconded by Alderman Fitzgerald and duly passed to approve the Resolution authorizing the lease of nine (9) police vehicles for a total of \$359,906.62, which includes equipment and graphics, for a term of 3 or 4 years to be paid from funds budgeted in the 2017-18 General Fund budget.

INSERT RESOLUTION

There being no further business, the meeting was adjourned.

ABBAY MILLER, RECORDER

KELLY WOLFE, MAYOR