

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

JUNE 12, 2023

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, June 12, 2023, 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 Jim Wheeler 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 Kelly Wolfe was absent. Also present were: Town Administrator Glenn Rosenoff, Town Recorder Robert Anderson, 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. There were 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 following bills for payment:

Insert Payment

2. Approve the following Town Administrator Report:

Insert Report

3. Approve the following Operations Manager Report:

Insert Report

4. Approve the following Committee Reports: Jonesborough Board of Zoning Appeals, Jonesborough Planning Commission, and JRT Board of Directors.
5. Approve the following Supervisor Reports: Fire Department, Director of Special Events, Building Inspector, Director of Tourism and Main Street, Utility Manager, Water Quality Department, Water Distribution, Wastewater, Water Treatment Plant, Senior Center, Animal Control, Street Department, and Police Department.
6. Approve the adoption of Cyber Security Policy and Plan, as presented.

INSERT POLICY

7. Approve the Special Event Request Application from the Heritage Alliance for a “Taste of Tennessee” mini-festival sponsored by the Heritage Alliance of NE Tennessee & SW Virginia on September 24, 2023 from 12:00 PM to 5:00 PM to be held in the Washington County Library Parking Lot and to use the Visitor’s Center restrooms as part of the festivities, and the parking lot reserved for vendors; and with the notation that the Proof of Insurance and Hold-Harmless Agreement are complete.
8. Approve the Special Event Request Application from the Heritage Alliance for “Constitution Week Bell Ringing” sponsored by Heritage Alliance and State of Franklin NSDAR for September 10, 2023 from 1:00 p.m. – 4:00 p.m., to be held at the Oak Hill School; and with the notation that the Proof of Insurance and Hold-Harmless Agreement are complete.
9. Approve the Special Event Request Application from the Jonesborough Genealogical Society for the “Washington County, Tennessee Heritage Fair” to take place on Friday, September 1, 2023 from 11:00 AM to 5:00 PM through Saturday, September 2, 2023 from 10:00 AM to 4:00 PM in various locations within the downtown area of Jonesborough, with setup scheduled for Thursday, August 31st, closing of Christopher Taylor Lane from Main Street to College Street; and with the notation that the Proof of Insurance and Hold-Harmless Agreement are complete.
10. Approve the Outdoor Use Permit for the Crystal Raven, 103 East Main Street, for the intended use of a display made of metal and wood for selling potted herbs and plants. And with the notation of the following: Proof of Insurance and Hold-Harmless Agreement are complete, a Certificate of Appropriateness has been issued by the Historic Zoning Commission, and the display will not interfere with the sidewalk and the sidewalk will remain ADA accessible.

The next item on the agenda was the approval of the Financial Report. Mayor Vest said the sales tax collections were still looking good with the March collections coming at \$43,000 over February. Mayor Vest asked the Aldermen if they had comments or questions. There being none, Alderman Causey made the motion to approve the Financial Report as presented. Alderman Countermine seconded the motion and it duly passed.

Communications from the Mayor was the next item on the agenda. Mayor asked Shane Atkins to come up to accept the Employee of the Month Award. Mayor Vest read the following:

I would Like to nominate Fleet Dept Employee Shane Adkins for Employee of the Month. The Fleet Department is one of the smallest departments in the Town of Jonesborough, with only 3 technicians serving 16 departments with over 200

vehicles and engine powered equipment, our schedule is tight. Police vehicles are replaced every so many years which requires new vehicles coming in and being sent to specialized "Upfitters" that install all the equipment and fixtures necessary to create a truly customized Cruiser for the Police and Fire departments. The budget was tight for the new vehicles and with a last-minute increase in prices by the "Upfitters", equipping all the new vehicles would put the Police Department over budget on the new Units. Matt Rice approached Shane asking if he thought he could do the upfitting for the new Police Fleet. Shane had been servicing the Police units already but hadn't upfitted a unit yet. He was given 2 units to prepare. Shane researched the necessary details online, and through a supplier of upfitter equipment and went to Washington Co. Sheriffs garage to clarify some questions he had about their units. He started slow and spent a few weeks doing the first car, then the second car went a little better. Along the way he improved the wiring design he was taught and came up with a better way to design the add on electrical system to support all the equipment to turn an Explorer into a Police unit. Shane completed 10-unit upfits saving \$1,500.00 each, adding up to \$15,000.00 in labor savings. He also saved the departments another \$1,600.00 in shop supply charges. Both combined 16,600.00 saved. Another benefit is he knows everything about upfit work and that makes him the expert on our Police and Fire units. In order to complete this task Shane worked overtime without complaint to complete this project on time. After the new units were completed, he also changed three Police unit into Fire units. A job well done! Submitted by: Steven Beckett, Fleet Maintenance Director

Mayor Vest asked Shane Atkins if he had any comments. Shane Atkins stated that he was thankful for the award.

Mayor Vest said that Music-On-The-Square is going great this year, and Lincoln Park is a great addition to the community. Mayor Vest said Candace Kane is in town producing a movie titled, *Love in Story Town*, and will be filming in different locations in the downtown area.

Mayor Vest announced that there was a new business opening up in town, The Opossum's Tale Restaurant located on Fox Street. Mayor Vest asked staff to look at current overlay zone that mostly applies to Depot Street and Fox Street and evaluate that to see if we are handling the definition of beer correctly to address any changes in the State Ordinances, or do we need to develop a new overlay zone that addresses that issue. Mayor Vest said he would like to see if we have an updated overlay zone, or develop a new one to also include the potential for serving. Mayor Vest said he feels that is something we should study and discuss and also along the same lines have staff update our current Beer Ordinance to reflect the recent passed changes in the State dealing with beer. He said he is not that knowledgeable about beer and most of our Ordinances, in the State, always in the past has addressed beer that is under 5% alcohol, and now with the changes in the industry a lot of alcohol, that we know as beer,

is greater than 5% alcohol. Mayor Vest asked the staff to look at that and get back with Board.

Citizens Comments was the next item on the Agenda. Mayor Vest asked if there were any citizens present that would like to comment at this time. Anne Mason, Executive Director of the Heritage Alliance, 212 East Sabin Ave, announced that they have found a mass grave from the 1873 cholera epidemic which was discovered under the wood line area of the old cemetery. Anne Mason said there is possibly fifteen to twenty individuals buried in the mass grave, there is no way to know exactly who it is, and they do have a list of most of the people who died during that epidemic. Ms. Mason said they would like to put up a temporary marker and then to work with Town to put up a permanent marker, that the Heritage Alliance would fund.

Allyson Wilkinson, 107 Sevier Ave, Regent for Jonesborough's State of Franklin DAR Chapter, announced the Flag Day Ceremony that will be held at 12:00 noon, June 14th at the flag pole at Town Hall, and Mayor Vest will be participating in the ceremony, and extended an invitation for everyone to attend.

Candace Kane said she makes wholesome, faith-based, faith friendly, conservative meaning, Christmas movies. Ms. Kane said she is from Long Island, New York, and since 2015 she has made 15 films, 3 television series which have 2 seasons, which is on Pure Flix, and her television show *Welcome to Hope* is currently in contention for the Emmy's and it is the first faith-based show from Pure Flix. Ms. Kane said it is a female film company, Gemelli Film, and she is the president and also the director/producer of *Love in Story Town*, and they are here filming exterior shots of Jonesborough. She said the story takes place in Jonesborough, and they are filming it in New York. Ms. Kane said they are offering business owners the opportunity to do what is called brand integration, and they will be filming in the morning at 8:30 in front of McLeod's Organics. The story is a Hallmark type a romantic movie and she anticipates it being released in the Spring of 2024.

Dana Helvey, 100 Woodrow Ave, expressed his concern in regard to the sale of the Herald & Tribune building, and even though it is a private enterprise paper, he feels the newspaper really belongs to this community.

Alderman Communications was the next item on the agenda. Mayor Vest asked the Aldermen if they had comments or questions, and no Alderman noted a comment.

Town Attorney Comments was the next item on the agenda. Town Attorney Jim Wheeler said no report this evening. Jim Wheeler said we may need to go into Executive Session a little later. Mayor Vest asked Town Attorney Jim Wheeler if the Board could go into executive session now for about five minutes. Jim Wheeler replied yes. Mayor Vest recessed the Board meeting, in order for the BMA to go into Executive Session. The Executive Session meeting adjourned, and Mayor Vest reconvened the regular BMA meeting.

The first item under New Business was approval to construct a new building for the Solid Waste and Street Departments that was deemed a total loss by the Town's insurance carrier (Public Entity Partners) who advised staff that the building had to be completely removed from the site and a new building erected, or they would not insure it. The building was insured for \$217,070. Staff's recommendation is to enclose the shed and put Solid Waste in that building. The new building would house the Street Department and the Parks and Recreation Department in this facility and give them office space and a shop area to work out of because they have not had a facility of their own. The proposed size of a new building is 60-foot by 8-foot for the Street and Recreation departments, and place siding on the 50-foot by 200-foot shed for the Solid Waste Department. Town staff will be removing the structure from the site. The total expense of approximately \$208,000.00, we would have a balance of \$9,070.00 from the insurance payment. The estimated cost of the total project is \$285,000.00 and we have entered that into the FY2023-2024 budget. This will be \$77,000.00 for the office build outs and an additional \$69,930.00 in town funds. Mayor Vest asked the Aldermen if they had comments or questions. With there being none, Alderman Countermine made the motion, seconded by Alderman Dickson, to approve the construction a new 60-foot by 80-foot building for the Street Department and Recreation, and placing siding on the 50-foot by 200 foot shed for Solid Waste with the Staff's recommended plan to pay for the buildings. The motion was duly passed.

The next item on the agenda was the Jackson Theatre project. Mayor Vest asked the Aldermen if they had comments or questions. There being none, Alderman Countermine made the motion to approve using existing funds up to \$250,000 to cover Todd Hensley's initial expenses for the sound system and interior work until the additional loan funds are in place. Alderman Dickson seconded the motion and it was duly passed.

The next item on the agenda was first reading of an Ordinance Amending the Fiscal Year 2022-2023 Budget for the General and Drug Funds. Mayor Vest asked the Aldermen if they had comments or questions. There being none, Alderman Causey made the motion to approve on first reading the Ordinance amending the Fiscal Year 2022-2023 Budget for the General and Drug Funds, as presented. Alderman Countermine seconded the motion and it was duly passed.

INSERT ORDINANCE

The next item on the agenda concerned the FY23-24 budgets for the General Fund, Solid Waste and Drug funds and setting the property tax rate. Mayor Vest read the following Ordinance caption: Ordinance No. B-23-01 An Ordinance of the Town of Jonesborough, Tennessee, Adopting the Annual General Fund, Solid Waste Fund and Drug Fund Budgets and Setting the Property Tax Rate for the Fiscal Year Beginning July 1, 2023 and Ending June 30, 2024. Mayor Vest said our General Fund is a little over \$12,000,000 and the property tax we collect in Jonesborough really only covers \$2,000,000. Mayor Vest said he feels that \$2,000,000 property tax for a \$12,400,000 budget illustrates how efficient and cost-conscious the Town has been over the many

years, using our own labor and prison labor and that is why we have built a pretty special place here on a shoe-string budget. Mayor Vest said that property tax only covered about 50% of what's needed to provide the services to our town and at the level our town desires. Mayor Vest said this year the Town finds us needing to find about \$500,000 in additional revenue and this year it is a little bit different and it needs to come from local funds. He said its not borrowing from somewhere else, it's going to be using local funds, and that is where we find ourselves today. He said there are projects that we have to get done in Jonesborough this fiscal year which are very costly, as well as equipment that has to be purchased to maintain our town. Mayor Vest said in going back in looking back in 2011 the tax rate was \$1.28 and now we are looking at a \$1.45 which is still the lowest in the area. He said Erwin is \$1.53 unless they increase theirs too, Elizabethton just went to a \$1.65, Johnson City, Kingsport and Bristol are right at \$2.00, Greeneville is at \$2.46, so for Jonesborough to be at \$1.45 he thinks it tells us that for so many years how effective we have been spending money. Mayor Vest said we should finish this FY22-23 he is estimating that the local sales tax will finish at approximately \$2.8 million and that is a record for Jonesborough, and it is mandated by the State that we have to give half of that, \$1.4 million to the County school system. Town Administrator Glenn said the local option sales approximately will be \$2.8 million this fiscal year is half of the total which is basically \$5.6 million and half of that (\$2.8 million) goes to the education system. Mayor Vest called for a motion. Alderman Countermine made the motion, seconded by Alderman Dickson, to approve on first reading Ordinance No. B-23-01 of the Town of Jonesborough, Tennessee, Adopting the Annual General Fund, Solid Waste Fund and Drug Fund Budgets and Setting the Property Tax Rate for the Fiscal Year Beginning July 1, 2023 and Ending June 30, 2024. The motion was duly passed.

INSERT ORDINANCE

The next item on the agenda concerned the garbage and refuse fees for FY23-24. Mayor Vest read the following Ordinance caption: Ordinance No. B-23-02 Setting the Garbage Collection Fees Within the Town of Jonesborough. Mayor Vest asked Town Administrator Glenn Rosenoff to comment. Glenn Rosenoff said Solid Waste is one of those departments that since the pandemic everything has gone up and one of the big things that we did last year was the level of retention and recruitment that we faced. Mr. Rosenoff said they look at where garbage collection and recycling program was. Mr. Rosenoff said it is very unique for a town to continue with curbside recycling, and its not to say that we are doing away with it, but it is more of a rarity today that it has been in the past, because places are looking at more regional approaches at hubs for collection. He said one thing about our garbage collection is that it not only includes trash pickup, but also includes junk pickup, leaf pickup, and brush pickup; and a lot of other places do not pick up junk. Mr. Rosenoff said this also positions us with our growth to look at the demands of the more homes and businesses that we have coming in which helps us to leverage a whole lot more this year. Mr. Rosenoff said looking at the future also leverages funds for the year based on all things going well, and it also leverages to where we invest in ourselves for when we do need a new garbage truck or recycling truck by putting money in reserves for the future, so that we

don't come up three or four years down the road and we don't have a source other than looking for other revenue sources. Mayor Vest asked what a new garbage truck would cost. Glenn Rosenoff said probably in the neighborhood of \$500,000. There being no further comments, Mayor Vest called for a motion. Alderman Causey made the motion to approve on first reading Ordinance No. B-23-02 Setting the Garbage Collection Fees Within the Town of Jonesborough for FY2023-2024, seconded by Alderman Countermine and duly passed.

INSERT ORDINANCE

The next item on the agenda concerned the establishing water and sewer rates for FY23-24. Mayor Vest read the following Ordinance caption: Ordinance No. B-23-03 Establishing Water and Sewer Rates to Provide the Necessary Funds for the Operation, Maintenance and the Debt Service of the Jonesborough Water and Sewer Systems. Mayor Vest said this is one the areas that we have to start thinking about the future, the water plant was built in the 1970's and it has served us well, but we have a greater population now and more challenges and we are starting to make plans for a new water plant, which will be about a \$35,000,000 building. Alderman Dickson expressed his appreciation to Mayor Vest in regard to the way he articulated everything, and as a Board member he feels Mayor Vest did an outstanding job in conveying to the public the situation. Alderman Dickson said he feels the public understands that these are strategic investments in our community and for the up building and the future growth of the community; and there were investment that were made in the 1980's – 1990's that have brought to where are today. Alderman Dickson said we have seen population growth and we see a community that we all love and now we want to make these strategic investments for the next 30, 40, 50 years. Alderman Dickson said he really appreciates the way that Mayor Vest articulated everything and appreciates his leadership in the matter. Glenn Rosenoff said in looking at all the different departments on the utilities side, inflationary costs, materials, whether new pipe or chemicals, which has gone up about 200 – 300 percent. Mr. Rosenoff said the big plan is not only looking at expanding to look at 30 – 40 years in the future, but also taking care of the older lines needing to be replaced, transmission lines, a new plant, and inflation is probably the largest increases based on what we need to operate a utilities. There being no further comments, Mayor Vest called for a motion. Alderman Dickson made the motion to approve on first reading Ordinance No. B-23-03 Establishing Water and Sewer Rates to Provide the Necessary Funds for the Operation, Maintenance and the Debt Service of the Jonesborough Water and Sewer Systems for Fiscal Year 2023-2024, as presented, seconded by Alderman Countermine and duly passed.

INSERT ORDINANCE

Town Attorney Jim Wheeler recommended that this meeting be recessed, given what may be presented at the Beer Board meeting, in the event that the Board may need to do some BMA action, if you choose to do somewhat is being proposed. Jim Wheeler said it would help if the BMA meeting was just recessed, and that you can come back in as the Board of Mayor Aldermen, if you needed too, and follow-up with

some of the requests, and that adjournment be after the Beer Board meeting. Mayor Vest announced that the Board of Mayor meeting is recessed until after the Beer Board meeting is adjourned.

Mayor Vest reconvened the Board of Mayor and Aldermen meeting, and with there being no further business, Mayor Vest adjourned the Board of Mayor and Aldermen meeting.

ROBERT ANDERSON, RECORDER

CHUCK VEST, MAYOR