

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

JUNE 8, 2020

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Monday, June 8, 2020, at 7:00 p.m. at Town Hall, 123 Boone Street, Jonesborough, TN.

The first item on the Public Hearing agenda was an Ordinance annexing the Town’s Persimmon Ridge water tank site into the corporate limits. There were no comments.

The second item on the Public Hearing agenda was an Ordinance annexing 13.8 acres of certain property along Anderson Road into the corporate limits. There were no comments.

The Public Hearing was closed.

ABBEY MILLER, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

JUNE 8, 2020

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, June 8, 2020, 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 Ruth Verhegge led the pledge to the Flag.

Upon call of the roll those present were: Mayor Chuck Vest, Alderman Stephen Callahan, Alderman Virginia Causey, Alderman Terry Countermine, and Alderman Adam Dickson. Also present were: Town Administrator Glenn Rosenoff, 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 Causey requested that Item 7-c Personnel – Summer Interns for Water Distribution be pulled for discussion, and Alderman Countermine requested that Item 7-d Personnel – Project Director Contract be pulled for discussion. There being no further comments, Alderman Callahan made the motion, seconded by Alderman Causey, and duly passed to approve the following items on the Consent Agenda:

- 1. Approve the following May bills for payment:

<u>VENDOR</u>	<u>AMOUNT</u>
RESOURCES	60.63
ACE EQUIPMENT REPAIR	84.40

ADVANCE AUTO PARTS <u>VENDOR</u>	96.47 <u>AMOUNT</u>
ALLEN WEEMS	68.13
ALSO	77.40
AMERICAN GENERAL LIFE	106.52
ANDY OX COMPANY, INC.	265.52
APPLIED MAINTENANCE	397.79
AULICK CHEMICAL SOLUTION	15307.05
AUTO ZONE #2087	50.11
BANK OF TENNESSEE	8982.12
BARNES EXTERMINATING CO	130.00
BATTERIES PLUS 551 LLC	175.10
BHMA OCCUPATIONAL MEDIC	230.00
BLAIR TIRE SALES	281.32
BLUE CROSS BLUE SHIELD	101257.83
BLUE WATER INDUSTRIES	8416.90
BOBCAT	935.58
BRANHAM CORPORATION	170.28
BRENNTAG MIDSOUTH INC.	1329.17
BRIAN ATKINS	653.67
BRYE FLETCHER	575.00
BUSINESS HEALTH	2699.00
C & C MASONARY SUPPLY	145.00
CENTRAL PAPER AND SUPPLY	563.62
CENTRALIZED CHILD SUPPORT	846.70
CENTURYLINK	710.84
CHAMPION CHEVROLET CAD.	643.15
CHAPPEL'S PEST CONTROL	50.00
CHARLTON S STANLEY, PHD	125.00
CINTAS CORPORATION #202	1632.22
CINTAS FIRST AID & SAFE	607.91
COMPANION LIFE INSURANCE	976.98
CONSOLIDATED PIPE & SPL	6611.10
CORE AND MAIN	3588.70
D. TODD WOOD	11675.00
DENNIS DWAYNE BROOKS	700.00
DIVERSE COMPUTING, INC.	2380.00
DUNCAN PARNELL	1725.00
EAST TN CHEMICALS	365.41
EAST TN RENT-ALLS	198.00
ECOSAFE LANDFILL YA	7296.00
ENVIRONMENTAL PRODUCTS	386.67
ERIC MORROW	300.00
FERGUSON ENTERPRISES #5	35142.06
FIRE EXTINGUISHER CO	81.90
FLENNOR SECURITY SYSTEM	911.23
FOSTER SIGNS	855.00
FREE SERVICE TIRE CO.	871.95
G & C SUPPLY COMPANY, IN	1936.00
GALL'S LLC	143.03
GENERAL SHALE MSC 30523	8039.96
GLENN ROSENOFF	500.00
GRAINGER	279.68
HARBOR FREIGHT TOOLS	15.98
HAYES PIPE AND SUPPLY	10871.25
HEISSE JOHNSON HAND UP	112.66
HENRY SCHEIN, INC.	320.77
HY-COUNTRY HYDRAULIK	376.00
INGLES #4205	84.88
JEFFERSON SALES SOUTH	3268.75

JOHNSON CITY FORD	110.30
JONESBOROUGH HRA	3765.00
<u>VENDOR</u>	<u>AMOUNT</u>
JONESBOROUGH SENIOR CTR	95.00
JONESBOROUGH WATER DEPT	1437.74
JONESBOROUGH/WASHINGTON	3750.00
KIMBALL MIDWEST	1042.40
LABTRONX INC	214.55
LOWE'S	9112.41
MEADE TRACTOR	113.28
MHC KENWORTH – KINGSPORT	108.63
MITCH TRIPLETT	405.00
MOTION INDUSTRIES	188.29
MUNICIPAL EMERGENCY	4948.00
NAFECO, INC.	515.00
NATIONWIDE RETIREMENT	1880.00
NUVISION MARKETING	200.00
OLD SCHOOL AUTO PARTS, I	8337.39
OLDE TOWNE HARDWARE	50.97
OLDE TOWNE SMALL ENGINE	373.90
PACE ANALYTICAL NATIONA	2146.50
PARDUE PHOTOGRAPHICS	500.00
PARISH NURSING	180.00
PHYLLIS ANNE FABOZZI	225.00
POLYDYNE INC.	4508.64
PRINT DISTRIBUTION SERV	1875.00
PUBLIC ENTITY PARTNERS	2851.15
QUALITY TROPHY & ENGRAV	13.00
RELIANCE STANDARD (VOL)	488.44
RESOURCE & ENVIRONMENTAL	300.00
RICOH USA, INC.	2128.44
RICOH USA., INC.	134.45
SHARP BUSINESS SYSTEMS	12517.81
SHIRT TAIL DESIGNS	172.30
SHRED-IT	51.20
SHY VALLEY FARM	768.00
SITEONE LANDSCAPE SUPPLY	196.42
SOUTHEASTERN TANK, INC.	8960.00
STOWERS	4379.15
STRINGFELLOW, INC.	187525.10
SUMMERS HARDWARE	271.00
SUMMERS – TAYLOR INC	790.25
TBI-FISCAL SERVICES	29.00
THE DYCHO COMPANY, INC.	486.04
THE HOME DEPOT PRO	2783.72
THOMSON REUTERS WEST	188.43
TRIAD FREIGHLINER	146.51
TRUBLU TACTICAL	683.88
UNITED WAY	348.00
USA BLUE BOOK	1409.61
VALLEY EQUIPMENT CO	1481.50
VERIZON CONNECT NWF, IN	1546.30
WASHINGTON FARMERS CO-OP	977.36
WASTE MANAGEMENT	2539.38
WAYPOINT ANALYTICAL	235.00
WEST HILLS FORD TRACTOR	21.47
WESTERN REFUSE & RECYCLE	3429.49
WHITE'S AUTO PARTS	536.38
WILLIAMS ELECTRIC	358.03
WORLDWIDE EQUIPMENT, IN	59.77

ZOGICS	291.90
88.3 WCQR	800.00

<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
96097-96177 AP	125,852.02		
96178-96191 AP	10,989.89		
96192-96213 AP	52,248.78		
96214 AP	71,400.00		
96215-93226 AP	14,925.13		
96227-96232 AP	1,670.00		
96233-96237 AP	5,796.31		
96238-96260 AP	48,705.28		
96261-96282 AP	7,310.36		
96283-96284 AP	8,348.52		
	347,246.29		
60766-60829 AP		129,925.86	
60830-60835 AP		18,193.90	
60836-60846 AP		1,100,100.45	
60847-60851 AP		7,217.42	
60852-60853 AP		830.00	
60854-60857 AP		4,518.75	
60858-60864 AP		1,241.06	
60865 AP		193.85	
		1,262,221.29	
8746-8766 AP			18,332.12
8767-8770 AP			5,253.00
8771-8774 AP			1,306.57
8775 AP			190.00
8776 AP			230.33
			25,312.02

2. Approve the following Operations Manager Report:

As you are aware, we still do not have inmates from Washington County or the State Prison. I have no indication at this point when we will get them back.

We continue to make progress on Lincoln Park. I am happy to report that all of the utilities are now underground. We are just about at subgrade and should begin hauling topsoil in within the week.

The plants have been ordered and we hope to begin planting within two weeks. We will also begin construction of the pavilion very soon.

As you are aware, you and I have had countless meetings with Department Heads over the last month regarding reopening plans. Our staff has done a remarkable job in their planning.

We have the glass partitions ordered for the Visitors Center and Senior Center. The vendor has been to the McKinney Center and we are awaiting a quote for that center. Once we have that quote, we will have all of our facilities on the way to CDC guideline compliance.

Kevin Brobeck has met with BrightRidge in preparation for the underground bore to the water tank at Persimmon Ridge. The bore is planned for June 15. Once that is complete, we will be able to get power to the water tank to install the mixer.

3. Approve the following Committee Reports: Jonesborough Board of Zoning Appeals and Jonesborough Planning Commission.
4. Approve the following Supervisor Reports: Parks and Recreation, McKinney Center, MBM Program Director, Building Inspector, Water Distribution, Police Department, Solid Waste and Recycling, Water Treatment, Fire Department, Visitor Center Manager, Events Coordinator, Website Manager, Marketing and Promotions Coordinator, Environmental Services/Wastewater, Director of Tourism and Main Street, Street Department, and Animal Control.
5. Approve the appointment of Deidra Oliver to the position of full-time dispatcher at Grade 4 Step 5 (\$27,772) due to her excellent training and experience, subject to successful completion of all pre-employment requirements, and that Ms. Oliver not be eligible for an increase until the fiscal year 2021-2022 budget cycle.
6. Approve Madelyn Wood continuing her internship for an 8-week period beginning June 15th at \$15.00 per hour with no benefits, not to exceed \$5,000. Ms. Wood has graduated from the University of Tennessee and has obtained her Erosion/Sediment Control Level 1 certification.
7. Acknowledgement of the State Debt Obligation Report related to the 2020 capital lease purchase of a new Heil Side Loader Garbage Truck at \$355,676.19.
8. Approve Don Bacon, Quad City Builders, as the contractor to construct the portico at the Senior Center at the quoted price of \$22,500, and using funds from the Senior Center accreditation appropriation grant.
9. Approve the Senior Center reopening plan as presented when Governor Bill Lee permits the opening of senior centers in the state. The Senior Center reopening plan is on file at Town Hall.

The next item on the agenda was the approval of the Financial Report. Mayor Vest said the Town's sales tax collections appear to be strong so far and expects them to stay that way. Mayor Vest commented on the property tax revenues and said in 2018 we billed out \$1.8 million and in 2019 \$2 million was billed out. He said that is a \$200,000 increase in property taxes and feels that the Town has been and will continue on a positive trend. He said the Town has paid the last \$750,000 bond debt service payment in the Water/Sewer Fund and asked Abbey Miller to explain what that means for the Town. Ms. Miller said those funds can be set aside which will allow the Town to purchase equipment and pay for certain projects without having to borrow the funds. Mayor Vest asked the Aldermen if they had any comments on the financial report. There being none, Alderman Dickson made the motion, seconded by Alderman Countermine, and duly passed, to approve the Financial Report as presented.

The next item for discussion Item 7-c Personnel – Summer Interns for Water Distribution Department from the Consent Agenda. Mayor Vest asked Alderman Causey if she would like to lead the discussion on this item. Alderman Causey said she has spoken with Craig Ford regarding the interns. Alderman Causey said the Town has contracted with GRW Engineers to work on the GIS mapping for the Town's water lines and asked Craig Ford to explain this to the Board. Mr. Ford said in January the former Water Distribution Superintendent and the current Water Distribution Superintendent met with GRW Engineers because the Town has an old cad mapping system that a lot of our waterlines are on but has not been kept current for some time. Mr. Ford said about a year ago, Cobern Rasnick, Wastewater Director, purchased a new software system that allows GIS mapping of the sewer system, and we want to do that as well for our water system, which is a much larger system. Mr. Ford said when he and Mr. Rosenoff met with the new Water Distribution Superintendent Kevin Brobeck regarding the GIS mapping, Mr. Brobeck said we are probably looking at possibly 6 to 8 years to get the mapping done using current staff and suggested looking at interns. Mr. Ford said it is his understanding that for almost \$30,000 GRW could convert our old cad

system over to the new GIS system; however, his understanding from GRW is that they cannot guarantee when they make that transfer that the waterlines are going to be anywhere close to where they are actually located. He said in addition to that, we do not have our fire hydrants, flush valves, or shut-off valves on the current cad system which really need to be on the GIS system. Mr. Ford said for example, last week we had a rather large waterline break with the underground boring on Boone St., and it took the Water Distribution crew about 10 minutes to find the shut-off valve to cut the water off. He said since this is really contingent upon funding in the FY20-21 budget, he doesn't mind reaching back out to GRW Engineers regarding the GIS mapping system and bring the information back the Board to decide the best way to go. Mr. Ford added that the Town has a tremendous number of shut-off valves, flush valves, and probably 600 to 700 fire hydrants inside and outside the city limits on the water system that will need to be put on GIS. Mr. Ford said hopefully the end result is that when our staff has to respond to a waterline break or some other kind of problem in the system, they have an I-pad or notebook with them that they can pull up and see where the nearest shut-off valve is, and when the Fire Dept is responding to a fire call, they can see where the closest fire hydrant is. He said this is a huge benefit to the water system, and we would be able to get the interns through ETSU's internship program. Mr. Ford said his recommendation is that this be deferred to the next Board meeting in order to give him an opportunity to talk more with GRW and then come back to the BMA with a proposal. The item was deferred.

The next item for discussion was Item 7-d, Personnel – Project Director Contract from the Consent Agenda. Mayor Vest asked Alderman Countermine to lead the discussion on this item. Alderman Countermine said in reviewing this contract he is a little confused because in Section 8 – Disability, Health and Life Insurance, it states, "The Town will not provide disability, health, and life insurance", and then in Section 4 – Salary, it gives a monthly stipend for insurance premiums. Alderman Countermine said he is absolutely not opposed to this stipend for Mr. Browning. He said Bob Browning, Jimmy Neil Smith and Bill Kennedy are the three people that he looks at as helping to make this Town what it is; however, he doesn't think the Town has a policy, in the time he has been on Board, for employees who have converted to part-time to be given a stipend for insurance. Alderman Countermine said he feels the Town should be consistent; if we are going to provide one part-time employee a stipend, then we would should provide them all a stipend to be fair. He repeated that he considers Bob Browning one of his best friends, and he admires Mr. Browning for what he has done, but he does not think it is right for him to get a stipend and other people who are part-time not to get a stipend for health insurance, and the Town should have a policy on this. He said if we are going to give someone that works 18 hours a week a stipend for their health insurance, then we should be fair to all part time employees, and that is the problem he has with it. Alderman Countermine said he hopes Bob Browning is listening remotely and understands this is not about him because he doesn't have a problem with Mr. Browning receiving the stipend, but he does have a problem with him getting it when nobody else does. Attorney Wheeler said he had met with Bob Browning to work on this agreement. He said the \$60,000 salary Mr. Browning proposed is roughly a little more than half of what he is currently making. Attorney Wheeler said essentially Bob will be working full-time, and he knows the contract calls for 18 hours, but nobody expects Bob to work less than a full work week or more as he has in the past. Attorney Wheeler said this is a professional services contract and he thinks there is a distinction there, just like the contracts with the Town Administrator and himself are professional services contracts. He said he could not speak for Mr. Browning as far as how he would feel on that, but the requested stipend seems very reasonable given the salary that is being set. He said the 18 hours being proposed is based on TCRS requirements. He said that is background on the contract and stipend, and whatever the Board chooses to do, he will take it back to Mr. Browning. Alderman Countermine asked the Town Recorder if the Town has done anything like this before. Abbey Miller replied it had not. Alderman Countermine asked if the Town had any part-time employees who are not paid by the hour. Ms. Miller said we have several part-time employees, and they are all paid on an hourly basis. Attorney Wheeler said classifying Mr. Browning as a contract employee with a 1099 was recommended and suggested by Town staff because it would be better for Mr. Browning to remain an employee of the Town due to tax

implications. Attorney Wheeler said it is entirely up to the Board on what it approves. Alderman Countermine asked why the insurance stipend was not built into the salary. Attorney Wheeler said one reason was the salary was already set, and we have an agreement with the Sonia King Trust to make a contribution for half the salary at \$30,000. He said there may be tax reasons why it is better for the stipend to be included in the salary, but he is not qualified to answer that question. He added that the Town Recorder may be able to answer that. He said from a legal standpoint, it makes no difference if the stipend is incorporated into the salary. Abbey Miller said for employees who have health insurance coverage through their spouse and can prove that they do, we pay them \$200 a month, and they get a 1099 on that at the end of the year; we do not build it into the salary, and they have to pay the tax on the \$200 per month. She said to her Mr. Browning's stipend is no different from that, and if we do build that stipend into Mr. Browning's salary, then employees would want their \$200 built into their salaries with the Town paying the federal payroll taxes on it. She said based on the Town's auditors' advice, the \$200 is separate and apart from the salary and is considered 1099 miscellaneous income. Attorney Wheeler said the Town has made exceptions to its insurance policy in a contract because when his current contract was negotiated, it includes an option to go on the Town's health insurance, but he would have to pay the full premium. Alderman Countermine asked Attorney Wheeler if he has the Town's insurance. Attorney Wheeler said he is not on the Town's health insurance, but it is an option. He said in the past his contract has said he would pay the same premium amount as Town employees, but he is just giving this as an example where the Town has deviated from its policies because of the contract being negotiated. He said the Board has the authority to mediate that if you choose to. Attorney Wheeler said it is also important to keep in mind whether you are negotiating this contract or with a new Town Administrator or a new Operations Manager, that you might choose to "sweeten" the pot and do something to add to the benefits, or if the person is asking for something else in another area, you might choose to do that. Alderman Causey said that the difference between Attorney Wheeler's contract is that he would be paying full price for health insurance out of his pocket, and in Mr. Browning's contract, the Town is paying for the insurance. Attorney Wheeler said the Town is not actually paying for insurance; it is paying a stipend that Mr. Browning can use toward insurance. Alderman Causey said it states in the contract that the payment is for insurance premiums. Attorney Wheeler said he understands that, but the Town is not paying the insurance premium; the Town is paying Mr. Browning the stipend, but Mr. Browning could choose to use the money for something else, which is not a legal concern for the Town. Mayor Vest asked the Aldermen if they had any further comments; there being none, Alderman Countermine made the motion to approve the Project Manager Employment Agreement with the effective date of July 13, 2020, and continue in effect until June 30, 2022. Alderman Causey seconded the motion, and it was duly passed.

INSERT AGREEMENT

Communications from the Mayor was the next item on the agenda. Mayor Vest said the Employee of the Month for June is Ralph Keffer and that the March, April, May, and June Employee of the Month awards will hopefully be given to the employees at the July BMA meeting. Mayor Vest read the following nomination letter:

I would like to nominate Ralph "Butch" Keffer for the distinction of Employee of the Month for June, 2020. Butch is an integral part of our Street Department family. He is a team player, and provides the Town a great service and a lot of help on every project he is involved with. Butch brings a positive "can do" spirit with him to work each and every day. It has been said that "one bad apple can spoil the whole bunch". I think it could also be correctly stated that a strong positive mindset sometimes is able to lift the spirit of the whole bunch as well. Butch's infectious positivity does just that, always looking at work challenges as an opportunity for success and learning. Butch brings much more than a positive mindset to work with him each day. Butch is an accomplished Equipment Operator, a grade A mechanic, CDL truck driver and has shown excellent ability in interpreting grading/drainage during sitework. Butch was hired into our Street Department a little over a year ago. His first task was all the asphalt paving he could have ever dreamed of. At the time, some of our crew noted, "if

he can make it through this paving project, he's a keeper". Butch did make it through that project, and several more, and he is definitely a "keeper". Butch follows directions to the letter, is always available to help on emergency calls during nights or weekends, and always brings that "can do" mentality with him. Much of the success of a project is dependent upon the mindset of the crew working on the project. Our small crew undertakes some large town projects....so how much more we need a large positive attitude and excellent knowledge, skills and abilities to help accomplish those tasks. These are the reasons I feel Butch Keffer deserves the honor of Employee of the Month for June, 2020. Submitted by: Malcolm Highsmith, Director of Streets.

Communications from the Mayor was the next item on the agenda. Mayor Vest commented that Operations Manager Craig Ford mentioned in his report that the work on the Lincoln Park project is making good progress and hopefully the construction of the buildings in the park can begin soon.

Mayor Vest read the following thank you notes:

1. To the Board of Mayor and Aldermen and Administration. We want to thank everyone for the support given to the students of David Crockett High School and express how much the graduation parade meant to the families of the 2020 graduates. The support displayed by the Police and Fire Departments brought tears to our eyes; the character of your staff speaks and the character of the Town of Jonesborough speaks and is appreciated. You have blessed our hearts. From the family of Adam Daniels (Pam Daniels).
2. To Police Major Matt Rice: I would like to express my sincere thanks, on behalf of the employees and students at Midway, for all the support you and the Jonesborough Police Department have provided to our students this school year. Thank you from the bottom of my heart. Sincerely, Karen Wheeler.

Mayor Vest said he appreciated everybody that helped and pitched in with the David Crockett High School Senior parade. Mayor Vest extended his thanks and appreciation to Katelyn Yarbrough for her efforts in organizing the Black Lives Matter caravan that came through downtown on June 2nd; it was a great event.

Mayor Vest said he received an email from Stacey Evans, Chief Broadband and Technology Officer for BrightRidge, stating that Jonesborough has been recognized as one of the top fifteen Affordable Small Towns in the US With Fast Internet For Remote Workers.

Alderman Communications was the next item on the agenda. Mayor Vest asked the Aldermen if they had any comments.

Alderman Causey commented that Bob Browning was a mentor for her when she first got the position of Executive Secretary with the Town. She said he is a fantastic person, works very hard, and never works less than 40 hours a week. She said she just doesn't want Mr. Browning to think she was against him in regards to his employment contract, but she just didn't want to set a precedent for the next person that comes after him. Alderman Causey said there is a lot on the agenda; we are going to make some enemies tonight, and we are going to make some people happy, and she just wants everybody to know she is speaking from her heart when she makes her decisions.

Alderman Callahan said he wanted to give a big "shout out" to the Police Department when the Black Lives Matter caravan came through Jonesborough; everyone worked together and everything went smoothly; nobody got out of line, and it was just a great event. He said that is how things like that should happen, and to have that in our own Town makes him proud. Alderman Callahan said Jonesborough set an example for a lot of people and other towns in this area.

Alderman Countermine said he would also like to thank the Police Department and Public Safety for the job they did when the Black Lives Matter caravan came through Town on June 2nd. He said he feels this is a chance for the Town of Jonesborough and our Police Department to really step-up and be even more of an

example. Alderman Countermine said he would like to see us as a Town come up with a resolution because as he was sitting on the bench with Mayor Vest watching the caravan, he shared with the Mayor an editorial written by Kareem Abdul-Jabbar, who is one of the greatest basketball players of all time and is now a writer and activist; in the editorial, Mr. Jabbar compared racism to dust – you don't see it until somebody shines a light on it. He said that really touched his heart. Alderman Countermine said he and Mayor Vest discussed whether or not there is a racism problem in Jonesborough; we don't see it, but it is there. He said if you ask Alderman Dickson or other people of color, they see it every day. Alderman Countermine said the concept of protesting and being a leader is not new. He said this country was founded on protests, such as the Boston Tea Party, and for us not to recognize that racism exists is wrong. He said he is going to try to change and recommended that Alderman Dickson, representing the BMA, the Town Administrator representing the Town, and the Police Chief representing the Police Department, develop a resolution or something similar that reflects that we as the Town of Jonesborough want to be better and want to set an example, and bring the resolution back to the BMA.

Alderman Dickson said it is so refreshing when folks like Alderman Countermine and many others approach him and make it known that in the horror of Minneapolis, they see the need to build bridges and they see the need to move forward. He said in life, when you know there is a reality, you can either decide to be bitter, frustrated, and ugly, or you can see the glass half-full, persevere and strive forward. Alderman Dickson said he has chosen to persevere and strive forward, and that has just been his particular choice, and as Alderman Countermine said, racism exist; it is evident and it's real; it's in your face, but he chooses to persevere in spite of it all. He said he appreciates this Board and is glad that Board members were at the Black Lives Matter caravan and participated in that activity. Alderman Dickson said he was working that evening and could not be there but was very glad the other BMA members were in attendance. He said he appreciates Alderman Countermine for proposing the resolution because he is a huge believer that inaction always leads to a negative reaction, and so when we can be proactive with fresh eyes, then we can set the standard, and that excites him. Alderman Dickson thanked the Board members for their support.

Town Attorney Comments was the next item on the agenda. Mayor Vest asked Town Attorney Jim Wheeler if he had any comments. Attorney Wheeler said it has been a busy month with several things including the school project. Mr. Wheeler said he received good news this afternoon from the Raymond James consultants who forwarded him an email stating that USDA-Rural Development (RD) general council has approved our contracts with Washington County and the School Board, which were under some pretty significant legal review because of a new method that hasn't been used before; Jonesborough is always on the cutting edge which is where we want to be. Attorney Wheeler said there are some changes that will come back to the BMA and to Washington County, but RD did approve all proposed changes which was a big hurdle, and we will continue to move forward.

Mayor Vest asked if there were any citizens who would like to make comments at this time.

Ruth Verhegge, 601 West Main Street, said the Paws In Blue main fundraising event that was scheduled for June was cancelled. Ms. Verhegge said that volunteers would be selling Krispy Kreme donuts on Friday, June 12th, at Food City in Jonesborough and invited everyone to come out and support Paws In Blue and purchase a box of donuts.

D.W. Cooper, East Tennessee Hemp Company, 107 East Main Street, said it was such a blessing to be a part of Jonesborough. He said he opened his doors for Jonesborough Days in 2018 and was successful beyond belief with sales at over \$30,000. Mr. Cooper said he feels that we can all work together as a team and encouraged the Board to move forward to make Jonesborough Day and other Town events happen this year.

Mayor Vest said The Crystal Raven and Downtown Sweets sent him a letter expressing their support for holding the Jonesborough Days festival this year.

Jeff Gurley, The Lollipop Shop, 129 East Main Street, said he is in support of all events being held downtown this year and wants to see foot-traffic instead of virtual events.

Ben Dean, co-owner of The Jonesborough Barrel House, 119 East Main Street, said he appreciates all the Board's work and wanted to echo the sentiments of Mr. Cooper and Mr. Gurley. Mr. Dean said as a business owner he is voicing his support that we need to cautiously push forward and not cancel all events because he feels that would be detrimental to downtown business.

Deb Kruse, The Corner Cup, 148 East Main Street, said as a business owner she agrees with Mr. Cooper, Mr. Gurley and Mr. Dean; her business also depends on the large events. Ms. Kruse said she would like to see events going on in Town but in a safe way that protects our community, but not in way that will attract hundreds and hundreds of people from other counties that are shut down. Ms. Kruse said she feels we need to have more of a focus on our local businesses as opposed to bringing in a lot of outside vendors.

Laura Jones, Prime Cutz Barbershop, 103 Courthouse Square, said she just wants to support her fellow business owners, and feels that events do need to be held in a safe manner.

The first item under Old Business was second and final reading of an Ordinance annexing into Jonesborough's corporate limits Parcel 197.01 on Washington County Tax Map 059, the site of the Town's Persimmon Ridge Water Tank. Mayor Vest asked the Aldermen if they had any questions. There being none, Alderman Dickson made the motion to approve on second and final reading the Ordinance annexing Parcel 197.01 on Washington County Tax Map 059 as presented, seconded by Alderman Countermine, and duly passed.

INSERT ORDINANCE

Mayor Vest said a separate motion was needed for the zoning of the annexed property, Parcel 197.01 on Washington County Tax Map 059, location of the Town's Persimmon Ridge Water Tank. The recommendation is to zone the property R-1 (Low Density Residential). The motion to zone the annexed property as R-1 (Low Density Residential) was made by Alderman Dickson, seconded by Alderman Countermine, and duly passed.

The next item on the agenda was second and final reading of an Ordinance annexing, by request, 13.8 acres owned by Whitney Riddle, being a portion of parcel 171 on Washington County Tax Map 051 with the metes and bounds as designated by DT Wood Engineering, dated April 2, 2020, the Plan of Services, and the zoning for said annexed property. Mayor Vest said there needed to be three separate motions on this annexation and asked the Aldermen if they had any questions or comments. There being none, Alderman Callahan made the motion to approve on second and final reading the Ordinance annexing, by request, 13.8 acres owned by Whitney Riddle, being a portion of parcel 171 on Washington County Tax Map 051 with the metes and bounds as designated by DT Wood Engineering, dated April 2, 2020. The motion was seconded by Alderman Causey, and duly passed.

INSERT ORDINANCE

Mayor Vest asked the Aldermen if they had any comments on the Plan of Services for the annexed property. There being none, the motion to approve the Plan of Services for the approved annexed property was made by Alderman Callahan, seconded by Alderman Dickson, and duly passed.

TOWN OF JONESBOROUGH PLAN OF SERVICES 13.8 Acres – Whitney Riddle – Anderson Road

The following plan of services is developed in association with the request to annex a portion of parcel 171 on Washington County Tax Map 051, totaling 13.8 acres, located along Anderson Road.

Police Protection – Anderson Road in the area of the annexed property is already within the Town limits and patrol and other law enforcement services will just be extended into the new subdivision.

Fire Protection – The area annexed is already served by the Jonesborough Fire Department.

Streets – If properly constructed, the streets and sidewalks will be accepted by the Town.

Solid Waste – Refuse collection, brush and leaf collection will begin as soon as streets are accepted and residences are built and occupied.

Water / Sewer Services – Houses constructed will be on the Town's Water/Sewer systems at inside rates.

Recreation and Arts Programming – The Town's Recreation and Arts related programs will immediately be available to new residents in the annexed area, as well as all Town parks and open space areas.

Senior Center – The Jonesborough Senior Center will be available to all new residents in the annexed area that meet the age requirements and that cover the very small membership fee for Town residents.

Building Inspection – Services through the Jonesborough Building Inspector will be available immediately.

Mayor Vest asked the Aldermen if they had any comments on the proposed zoning for the annexed property of 13.8 acres, being a portion of parcel 171 on Washington County Tax Map 051. There being none, the motion to zone the annexed property PRD (Planned Residential District) was made by Alderman Callahan, seconded by Alderman Causey, and duly passed.

The next item on the agenda was the renaming of the Smith Lane Connector. Mayor Vest said the recommendation being presented is to rename the connector from Smith Lane to North Cherokee as Tiger Way. Mayor Vest asked the Alderman if they had any comments. There being none, Alderman Countermine made the motion to rename the Smith Lane Connector from the intersection of Jackson Boulevard to the intersection of North Cherokee Street as Tiger Way as a tribute to the school project which was a contributing factor in building this roadway, and that the older portion of Smith Lane from the stop sign to the dead-end remain named Smith Lane. The motion was seconded by Alderman Causey, and duly passed.

The next item on the agenda was the reopening plan for the Wetlands Water Park 2020 season. Mayor Vest said he appreciates Craig Ford, Glenn Rosenoff and Matt Townsend for all their efforts in putting together the Wetlands Water Park plan. Mayor Vest asked the Aldermen if they had any comments. Board members discussed the plan, the length of the season, following CDC guidelines, the possibility that the Water Park may not make the amount of money this year as in years past, and operating at half capacity (570 patrons). Operations Manager Craig Ford said normally it takes a minimum of 28 employees on a daily basis, and the park will probably need a couple of more employees to be able to implement some of the extra cleaning that will be required. Mr. Ford said the factors that affect how much profit is made in a season are the weather, café sales, season pass sales, which we have chosen not to do this year, and the number of people coming through the gate. He said it takes 120 patrons with the minimum 28 employees to break even on a daily basis; we are hoping to have good weather, get close to the 570 patrons per day, and still be able to show a profit at

the end of the season. Mr. Ford said the goal is to open safely, to reach the daily numbers, and to run the park safely. Mayor Vest said he feels it is important for the community to have the water park up and running. Alderman Causey said that in the Tennessee Pledge Guidelines it states, regarding swimming pools and water parks, that a guest and/or visitor log must be maintained and remain on file for 30 days. She asked if there will be an employee at the gate writing down names and phone numbers in case a patron comes down with COVID-19. Mr. Ford said that the staff person that will be stationed in the breezeway to take temperatures will also maintain the daily log of patrons. Mayor Vest said we need to make sure that the daily log is kept and that when the Tennessee State Guidelines are changed, which is often, that staff is adapting to those changes. Ingress and egress were discussed. Mr. Ford said they would have to mark one of the gates as “enter only” and the other gate as “exit only”. Mr. Ford said staff doesn’t feel there will be a tremendous amount of entering and exiting throughout the day because of no season passes being sold and operating at half capacity. He said that if the 570 capacity is reached on any given day, then no more tickets will be sold regardless of the time frame patrons leave the Water Park. He added that signage will be displayed at the ball park area entrance to Wetlands and at the front of the building stating that the Water Park is at maximum capacity so that no one will have to leave their vehicle. Mayor Vest asked the Aldermen if they had any comments. There being none, Alderman Callahan made the motion to approve the reopening plan in its entirety for the Wetlands Water Park 2020 season as submitted and with the addition to add private parties. The motion was seconded by Alderman Countermine. Upon call of the roll, the following Aldermen voted Aye: Alderman Callahan, Alderman Countermine and Alderman Dickson. Aldermen voting Nay: none. Alderman Causey passed. The motion carried.

Wetlands Water Park COVID -19 REOPENING GUIDELINES 2020

Purpose

The following proposal is based on information received since the beginning of the current COVID-19 Pandemic until the latest “Tennessee Pledge” guideline issued by Governor Bill Lee on May 20,2020. With this data, we have developed a plan to reopen Wetlands Water Park for the second half of the summer, beginning June 25, 2020. This date would allow us to gain some revenue during the current fiscal, to offset the expenses of starting up the water park. While I do not expect us to recoup the entire expense, we will at the minimum bring in some revenue to combat these expenses. We could expect (best case scenario) to generate \$6,178.00 per day for the 6 days opened in June. This would give us a possible revenue total of \$37,070.00. These numbers are based on selling the proposed amount of entries (detailed below) at the current ticket prices. This was the average daily revenue in 2019 for days with a similar attendance number.

This will also allow us time to institute the proposed measures, hire and train employees in these new procedures, advertise and educate our patrons on the changes they should expect for this season and develop an operation schedule to maximize revenue during this period. It is important that all of these measures are completed to ensure the safety of patrons and employees. Through this proper planning period, we will heed all additional directives given by state and local officials and institute these as issued.

Proposal

To ensure that we follow the recommended Tennessee Pledge guideline, I have included the following introduction of the document:

Attractions & Large Venues Safeguarding Guidance

For the purposes of these guidelines, the term “attractions and large venues” means any venue (indoor or outdoor), facility, or place of interest which offers leisure, amusement, or entertainment activities. Despite hosting a large number of people on-

site at any one time, such venues should operate in a manner such that persons from different households or small groups are able to substantially maintain 6 feet of separation from other persons or small groups outside their own group during their visit. These venues could include, for example, concert and performing arts venues, amusement and water parks, auditoriums, theaters and dinner theaters, zoos, and museums, roller- or ice-skating rinks, and sporting event venues. Executive orders from the governor and/or local orders in six counties with a locally run county health department (Davidson, Hamilton, Knox, Madison, Shelby, and Sullivan) continue to limit group sizes for participation in social and recreational gatherings and require persons or groups of certain sizes to maintain separation from other persons or groups outside their own group. Venues should be mindful of applicable orders and ensure that their operations facilitate compliance with them. The overarching goal of these guidelines is to reduce exposure to individuals and surfaces that may result in COVID-19 exposure by maintaining safe distances between people (at least six feet), reducing contact with and improving sanitization of common surfaces, and increasing personal protective equipment use. Venue operators should evaluate the profile of their customer and employee engagement with the venue and other persons at such venue to make appropriate adaptations as necessary, even if not specifically described below. These guidelines do not replace or supersede any requirements applicable to your business or licensed employees pursuant to law or regulation. Rather, these guidelines are intended as a supplement to assist with safely reopening and providing services due to COVID-19. These guidelines are subject to change

Safeguarding Guidance

In addition to strict adherence with CDC guidelines, the State recommends all large group attractions implement an assortment of measures to protect consumers and employees, including:

Employee Protection

Daily screen all staff reporting to work for COVID-19 symptoms with the following questions:

- Have you been in close contact with a confirmed case of COVID-19 within the past 14 days?
- Are you experiencing a cough, shortness of breath or sore throat?
- Have you had a fever in the last 48 hours?
- Have you had new loss of taste or smell?
- Have you had vomiting or diarrhea in the last 24 hours?

Temperature screening staff:

- Best practice: employers/operators to take staff temperatures on-site with a no-touch thermometer each day upon arrival at work
- Minimum: temperatures can be taken before arriving. Normal temperature should not exceed 100.4 degrees Fahrenheit

Direct any staff who exhibits COVID-19 symptoms (i.e., answers “yes” to any of the screening questions or who is running a fever) to leave the premises immediately and seek medical care and/or COVID-19 testing, per Tennessee Department of Health and CDC guidelines. Employers should maintain the confidentiality of employee health information.

All staff should stay home when feeling ill, when exposed to COVID-19 (e.g., positive household member case), or if diagnosed with a confirmed case of COVID-19. Staff who are particularly vulnerable to COVID-19 according to the CDC (e.g., due to age or underlying conditions) are encouraged to stay home

This screening format was taken directly from the Tennessee Pledge document. Our process would be completed by the opening manager, outside the front gate. Each scheduled employee should arrive 10 minutes early for their shift. They would line up in front of the building, using 6 feet of distance between each employee & advance one by

one for screening and temperature checks. We would need to purchase 3 forehead thermometers, one for each manager/director on staff. \$59.99 each. **Total \$179.97**

Staff should wear cloth face coverings (not an N-95 or medical mask, which should be reserved for healthcare workers) while at work and in public to help protect against the spread of the virus.

All staff would be issued masks after passing screening. Approximately 30 employees per day.

Box of 50 masks = \$34.99 (Amazon) 49 scheduled days of operation would require a minimum of 30 boxes of masks. **Total \$1,049.70**

For activities requiring close contact between staff with customers (e.g., physically checking customer safety restraints on a ride, etc.), have staff wear PPE such as masks, avoid face-to-face contact with riders, minimize physical contact with riders, and wash their hands often

Gloves are already provided to all employees requiring them. They are typically part of our regular purchases.

Employers should provide training to staff on mitigation and safeguards, including social distancing protocol for interacting with customers

Training would be required for all employees on the safeguarding measures we are requiring for themselves as well as our patrons. We would develop a strategy on dealing with non-compliant employees and patrons, with a zero-tolerance policy to protect the safety of all individuals. This training would take place at multiple times to prevent large gatherings of employees together. This will cost additional payroll for these additional hours of training. We're estimating a 2-hour training course for approximately 80 employees based on average rate of pay. **Estimated total cost \$1,248.00**

Provide sanitizing stations in staff areas such as a wash station with soap and running water and/or hand sanitizer

Hand sanitizer stations will be placed- 2 in lifeguard room, 1 at time clock, 1 in café, 1 in admissions, 1 in tube room, 1 in first aid. 7 total. \$40.00 each (Amazon) Refill 1 gallon. \$64.00 each (Amazon) Require 2 to fill all dispensers. **Total \$408.00, plus additional \$64.00 as needed per use.**

Practice recommended social distancing to the greatest extent possible — "Further is safer"

We will tape 6-foot areas around each lifeguard stand to help these exposed employees keep a safe distance from patrons.

Stagger shifts, breaks, and meals, in compliance with wage and hour laws and regulations to promote social distancing

This is typically done for coverage sake, with no more than 4 employees being on break at one time.

Staff should increase hygiene practices—wash hands more frequently, avoid touching face, practice good respiratory etiquette when coughing or sneezing

Each employee will be required to wash hands when arriving to work, at the beginning and end of each break, anytime they come in contact with multi-touched surfaces and returning from restroom or other areas outside of their work space.

Covered employers and employees should be aware of the provisions of the federal Families First Coronavirus Response Act, which allows for paid sick leave or expanded family and medical leave for specified reasons, such as for self-quarantining or seeking a medical diagnosis for COVID-19 symptoms

This would be handled on a case by case basis per Tennessee Risk Management advisement.

We will require all employees to read and sign the Infectious Disease Policy during training.

Restrict access to confined areas (field office, control room, etc.) to only essential staff

Employees will be restricted to their designated work and break areas.


When third parties must be on-site (e.g., deliveries), adopt screening measures and/or protocols to reduce contact between employees and third parties with appropriate social distancing precautions and use of personal protective equipment.

All deliveries must occur prior to business opening. Any individual requiring to enter the building for service, must pass the above employee screening and will be issued a mask.

Post extensive signage on health policies, including the following documents, in the workplace to help educate building occupants on COVID-19 best practices:

The following is the signage we will be posting in all areas for employees:





COVID-19 INFO

cdc.gov/coronavirus


Prevent the spread of COVID-19 if you are sick

Accessible version: <https://www.cdc.gov/coronavirus/2019-ncov/if-you-are-sick/steps-when-sick.html>

If you are sick with COVID-19 or think you might have COVID-19, follow the steps below to help protect other people in your home and community.


Stay home except to get medical care.

- Stay home.** Most people with COVID-19 have mild illness and are able to recover at home without medical care. Do not leave your home, except to get medical care. Do not visit public areas.
- Take care of yourself.** Get rest and stay hydrated.
- Get medical care when needed.** Call your doctor before you go to their office for care. But, if you have trouble breathing or other concerning symptoms, call 911 for immediate help.
- Avoid public transportation, ride-sharing, or taxis.**




Separate yourself from other people and pets in your home.

- As much as possible, stay in a specific room and away from other people and pets in your home.** Also, you should use a separate bathroom, if available. If you need to be around other people or animals in or outside of the home, wear a cloth face covering.
- See COVID-19 and Animals if you have questions about pets:** <https://www.cdc.gov/coronavirus/2019-ncov/faq.html#COVID19animals>



Monitor your symptoms.

- Common symptoms of COVID-19 include fever and cough.** Trouble breathing is a more serious symptom that means you should get medical attention.
- Follow care instructions from your healthcare provider and local health department.** Your local health authorities will give instructions on checking your symptoms and reporting information.



If you develop emergency warning signs for COVID-19 get medical attention immediately.

Emergency warning signs include*:

- Trouble breathing
- Persistent pain or pressure in the chest
- New confusion or not able to be woken
- Bluish lips or face


*This list is not all inclusive. Please consult your medical provider for any other symptoms that are severe or concerning to you.

Call 911 if you have a medical emergency.

If you have a medical emergency and need to call 911, notify the operator that you have or think you might have COVID-19. If possible, put on a facemask before medical help arrives.

Call ahead before visiting your doctor.


- Call ahead.** Many medical visits for routine care are being postponed or done by phone or telemedicine.
- If you have a medical appointment that cannot be postponed, call your doctor's office.** This will help the office protect themselves and other patients.



If you are sick, wear a cloth covering over your nose and mouth.

- You should wear a cloth face covering over your nose and mouth if you must be around other people or animals, including pets (even at home).**
- You don't need to wear the cloth face covering if you are alone.** If you can't put on a cloth face covering (because of trouble breathing for example), cover your coughs and sneezes in some other way. Try to stay at least 6 feet away from other people. This will help protect the people around you.

Note: During the COVID-19 pandemic, medical grade facemasks are reserved for healthcare workers and some first responders. You may need to make a cloth face covering using a scarf or bandana.



Consumer Protection

- Screen customers/visitors for illness upon their entry into the venue or attraction:**
- Best practice: Temperature checks and symptom screening questions (see below) asked of every customer. Customers with temperatures above 100.4 degrees Fahrenheit should not be permitted on premise.
- Minimum: Post signage listing symptom questions and/or conduct direct screening of customers regarding COVID-19 symptoms

Have you been in close contact with a confirmed case of COVID-19 in the last 14 days?

Are you experiencing a cough, shortness of breath, or sore throat?

Have you had a fever in the last 48 hours?

- Strongly encourage (or at attraction's discretion, require) guests to wear cloth face coverings according to CDC guidance**

Signage and website information would instruct ALL GUESTS to stay home if they exhibit any of the above symptoms. Also, we would post signage encouraging patrons to wear masks into the park and while dealing with areas such as admissions, customer service, café employees and other face to face interactions. Masks would not be required, but encouraged.

Guests requiring measurements for the 48-inch restriction, would be measured upon entering the facility, eliminating the need for them to visit the customer service office.

- Avoid combining persons or small groups with other non-household or non-associated persons or small groups within 6 feet of one another.** For some indoor venues, this could mean maximum capacity is below 50% due to closed rows or seats to maintain 6 feet of distance

Measurements of seating capacity were made, giving 6 feet separation between chairs. This included areas of space in the grass as well as areas around the sand volleyball court. Lines will be painted on grass areas for reference. We could feasibly have a capacity of 260 spaces for seating. Given the direction of the “small group provision”, we estimate 2 persons per 6-foot section giving us a total seating area of **520 patrons**.

In our dining area upstairs, we could eliminate every other table giving us a capacity of **40** in this area.

Per the directive given by the State of Tennessee, we would open ticket sales to **570**, which is 50% of our capacity. With the above seating arrangement, we should be able to maintain solid social distancing standards.

Minors must have direct parental supervision and are encouraged to follow social distancing guidelines

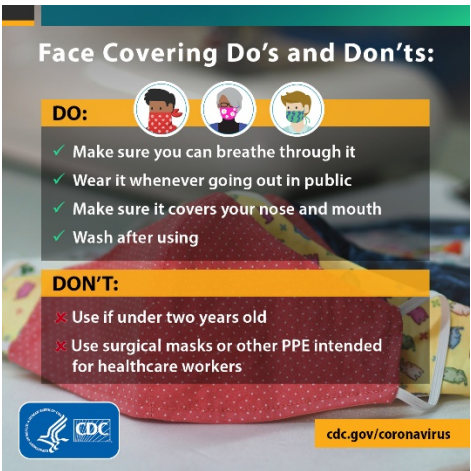
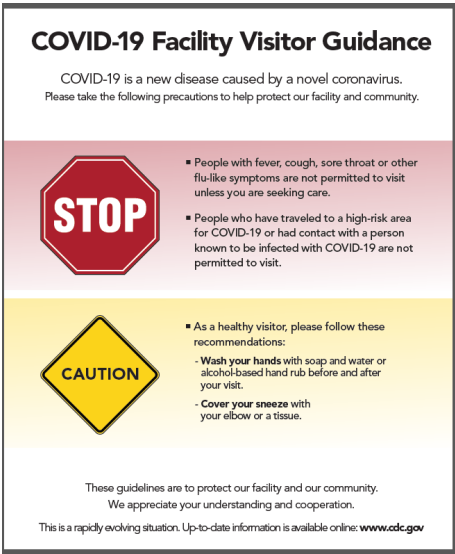
We would require anyone aged 15 or younger, have a parent or guardian with them before being granted access to the park. The current age is 13. This is to prevent younger large groups from gathering and breaking down social distance standards.

Encourage visitors to avoid water fountains. Consider alternatives to offer drinking water (e.g., single-serve options, bottled water) or encourage customers to bring their own water.

Our water fountain would be turned off. All concession materials are disposable only.

Recommend that persons more vulnerable or at-risk for COVID-19 as identified by the CDC—including those who are over the age of 65 or those who have severe underlying medical conditions—take extra precaution or refrain from visiting the attraction.

This would be highlighted on all signage attached below:



Business Process Adaptation

Plan for potential COVID-19 cases, and work with local health department officials when needed (e.g., monitor and trace COVID-19 cases, deep clean facilities).

We have provided this plan to our Washington County Health Department Inspector, Terry Shipley as well as, Judy Housley from Tennessee Risk Management. We asked them to review this plan and provide guidance and assistance in monitoring any changes in the current COVID-19 climate. We have made these adjustments per their recommendations. We would also establish new hours of operation. Daily 10:00 am -5:00 pm. This would allow our staff extra time to deep clean and sanitize all areas before and after business hours. We can expect to see an increase in payroll and cleaning supply cost. This would be determined daily by need.

We would eliminate all private parties, swim lessons and birthday parties until large gathering guidelines are lifted. Also, we would not sell season passes as a means of controlling daily capacity.

The café would only open 2 windows (the 2 on each end) to ensure social distancing. Our menu would be limited to high volume items which can be prepared quickly. This will help prevent groups from gathering at the café windows.

Establish health/safety protocol for the venue should a customer or employee fall ill while at the attraction and not be able to immediately leave the facility. Immediate isolation the ill person and have the person wear a mask.

We currently have in place procedures for fecal and vomit clean-up inside the pool and deck areas. We would ask anyone that becomes sick during their visit to vacate the facility. Extensive cleaning will take place in and around the area that patron had gotten sick, and where they were seated. A first aid report would be completed to document the event.

Consider establishing a “guest flow” plan, including managing queues and making walkways or stairways one-way or clearly divided for bi-directional travel. Include appropriate directional signs/markers. Address high-traffic intersections to maximize physical distance between persons.

We would tape markers on the ground as well as on stairs leading up to each slide. We would do the same at all ticket, café and tube windows. All areas would feature prominent signage with instructions on proper social distancing.

We would open an additional admission window to assist with distancing, while providing faster service. All windows, including café, would have plastic installed to help further protect both employees and patrons.

Restroom facilities would feature signage about social distancing and hand washing.

Implement social distancing “reminder” signs, floor decals or ground markings, or video/audio announcements prior to reopening.

Along with our ample signage, we will issue hourly statements regarding COVID-19 precautions:

Wetlands Water Park is working to help keep you safe from COVID-19 during your visit. We ask that all visitors take the following everyday steps to help avoid the spread of all respiratory viruses:

- Wash your hands often with soap and water for at least 20 seconds.
- Cover your cough or sneeze with a tissue, throw the tissue away, and then wash your hands.
- Report any issues of sanitation or housekeeping to any staff member.

- Maintain social distancing practices with anyone outside of your party.
- Please use trash receptacles when finished with your food items before leaving the park
- The health of our patrons and staff is very important to us. If you have any questions or concerns, please see a member of management.

“Thanks for visiting us today!”

Temporarily close areas of the attraction not conducive to social distancing, as density of people within a confined area increases opportunity for virus transmission. We will close the Guest Locker Room. Guests will be instructed of all modifications, such as this online as well as signage. First Aid Room would only allow access to emergency personnel, room attendee and person being treated.

Promote social distancing in seating areas by spacing out tables or eliminating or closing a portion of the tables. Sanitize common seating areas and frequently-touched surfaces throughout the day, following a consistent schedule (recommended at least every two hours)

Seat and table separation were addressed above. Cleaning of all tables and chairs would happen hourly, or immediately after they are vacated. We would require a minimum of 2 additional employees to perform this. One on the pool deck. One on the dining deck. Cost would be approximately **\$116.00** per day of additional payroll.

We already have screened windows in place. These could be covered with clear plastic to increase protection.

- **Use separate designated entrance and exit points** to the attraction or locations within the attraction to manage customer ingress and egress (while maintaining appropriate availability of emergency/fire exits), when possible. If lines form or are anticipated, ensure 6 or more feet of separation between persons or groups by using ground markings

We would use tape markings on the floor to indicate foot traffic direction. Also, we would place a temporary barrier between the front gates, using one for entrance and one for exit. Attendance would be monitored by both the admissions booth and the greeter at the gate. Admissions will account for all entries. The greeter will account for all exits. They will communicate on the actual attendance inside the park to keep within capacity.

Hand sanitizer should be made widely available for guests to use.

I would expect to install a minimum of 13 dispensers. 1 at entrance point. 1 at each café window (2), 1 in each restroom (2), 1 at top of each slide stairwell (3), 3 on the pool deck and 2 on the upstairs dining deck. Total - **\$520.00** for dispensers plus **\$64.00** per gallon of solution.

Implement workplace cleaning and disinfection practices, according to CDC guidelines, with regular sanitization schedule of high-touch surfaces at frequent intervals

We have a strong cleaning program. However, we would increase this by cleaning counters after each patron, restrooms cleaned every hour, dining tables & chairs cleaned as stated above. We would close at 5:00 pm daily to allow an hour of cleaning per day without the need of excess payroll.

Per Tennessee Risk Management, we may be eligible to receive 50% back the cost of our cleaning and sanitizing supplies through the Safety Grant. This grant opens June 26, 2020.

Adjust routine building and attraction checklists to include appropriate sanitization procedures as recommended herein or by the CDC

Our current maintenance and safety checklists will be updated to include all COVID-19 Plan provisions.

Sanitize high-contact surfaces and shared equipment such as mini-golf clubs, harnesses, helmets, lap bars, etc. after each use.

Lazy river tubes will be issued to individuals only. There will be instruction via signage regarding the dangers of sharing tubes. Tubes will be sprayed with sanitizer prior to leaving the tube room and after being returned to the tube room. Tube room attendant will be supplied with gloves. These will be changed with every tube exchange.

Limit self-service food and beverage options (food samples, communal packaging, food/beverages, etc.)

To assist us with this, we will strictly enforce our no outside food or drink policy, including drinks being currently consumed while guests are entering.

Designate staff to be tasked with implementing heightened hygiene and disinfection practices

This has been addressed above. We will also make this part of our extensive training process in June.

Consider refund, exchange, and event cancelation or postponement policies, in anticipation that ill persons will be unable to attend or if local health conditions change in your community

Loosen rain check policy to include closures due to possible exposure or upon reasonable reason.

NOTE:

As you can see, the actions required will be very extensive and take some time to implement. Lifeguards will be the most vulnerable to contraction of any possible virus. We typically average 3 water rescues/saves per day. These range from a panicked young swimmer to a full-blown spinal incident. The lifeguards are required more times than not, to go hands-on with their victim; many of them coughing and spitting during the ordeal. There is no possible way to guarantee the safety of both the lifeguard and the patron in this case. All aquatics staff are equipped with PPE, including CPR shields, inside their packs. However, in the event of a save, there is little to no time to apply PPE before jumping in the water. I have looked for guidance on the American Red Cross and CDC websites, but have little to no information. This is just something else to consider when implementing this plan. We will also let our aquatic staff know this prior to them starting their first shift.

SUMMARY & TIMELINE OF ACTIONS

General Information

Park opening – Thursday June 25, 2020

Daily hours – 10:00 am – 5:00 pm

Prices - \$12.00 Adults

\$9.00 Children Ages (4-12)

\$9.00 Seniors 55 & Older

Ages 3 and under free

Half priced tickets after 2:00 pm (No other discounts accepted)

Limited Café Menu will be served from 11:00 am – 4:00 pm

No Season Passes, No Private Parties, No Swim Lessons

Park would remain open daily until Washington County Schools return to on campus sessions. Park would then operate on weekends only until September 13, 2020.

Preseason

June 8, 2020 - BMA approval of returning employees & reopening proposal.

June 9, 2020 - Gabe Gray will contact all vendors and services needed to inform them of the plan; ordering product and service where required.

June 9, 2020 – Matt Townsend will contact Media Outlets regarding the announcement and will begin preparing a public plan for all outlets, websites and social media. He will also submit this plan to the Washington County Health Department and Tennessee Risk Management.

June 10, 2020 – We will make an official announcement via social media, with guidelines regarding our opening.

June 15, 2020 – No more than 6 water park employees will be permitted to come to the park and assist with preparations. These will likely be our supervisory staff.

June 22, 2020 – Gabe Gray will host orientation and training for employees. These will be held at 2 different times Monday and Tuesday. A select number of staff will be brought in on Wednesday to ensure everything is in place for the Thursday opening.

Opening

Managers, Café Supervisors & Head Lifeguards will arrive at 9:00 am to ensure everything is ready for employee arrival.

9:30 am – Employees arrive. Temperatures are taken of each employee. Each employee will be asked the series of CDC recommended questions regarding their current health. They are issued a mask out front and will put it on prior to entering the facility. Each employee will clock in and immediately report to their assigned station to begin their work. All staff, with the exception of lifeguards will wear their face masks all day while on duty.

9:45 am – Customer temperatures will begin to be checked if a long line is present in front of the building. The manager checking temperatures will also ensure social distancing is taking place.

9:55 am – Ticket sales will begin using 2 admissions windows. Wristbands will be issued to each patron for tracking purposes. One window will be operated by a café staff member until 11:00 am or until the line out front has diminished. The other will be operated by our normal admission member and will remain open until 4:00 pm.

10:00 am – The park opens. A record of tickets sold will be kept on registers at both admissions windows as well as the front gate. An additional café member will be inside the front breezeway measuring those near the 48-inch requirement to prevent individuals from making multiple contact with staff.

While the park is open:

Restrooms will be closed and deep cleaned every hour.

Tables upstairs will be cleaned after every use.

Chairs will be cleaned once vacated.

All countertops and rails will be cleaned multiple times and/or after each contact.

Trash cans will be emptied frequently.

Every hour, a reminder announcement will be made regarding social distancing.

Upon reaching capacity, an announcement will be made inside the park as well as to anyone waiting outside. Ticket windows will be closed with a sign stating such capacity has been reached.

Daily guidelines and checklists will be maintained by supervisory staff throughout the day.

At 4:00 pm, an announcement regarding the closing of the park will be made. (1 hour). This will happen again at 4:30 pm (30 minutes) and 4:50 pm (10 minutes).

5:00 pm the park is closed and cleaning will begin of all areas using disinfectant. Employees will be expected to have the park disinfected and returned to opening ready by 6:30 pm.

After the first few days, management will meet and discuss successes and failures of our program. This will help us develop a better system going forward.

This business plan will constantly be reviewed and changed where applicable. We will submit a formal report for the July BMA Meeting regarding its results and address modifications needed then.

The next item on the agenda was approval of the season staff for the Wetlands Water Park 2020 season.

<u>EMPLOYEE</u>	<u>TITLE</u>	<u>PAY RATE (Per Hour)</u>	<u>GRADE</u>
Garret Bray	Seasonal Manager	9.75	6
Austin Barnett	Seasonal Manager	9.75	6
Leigh Ann Ornduff	Head Lifeguard	8.50	5
Colton Estep	Head Lifeguard	8.50	5
Ashton Church	Café Supervisor	8.50	5
Nate Harrison	Café Supervisor	8.59	5
Landrie McGuire	Lifeguard	7.50	4
Marissa Street	Lifeguard	7.50	4
Joshua Maupin	Lifeguard	8.00	4
Sarah Garland	Customer Service	7.68	2
Breanna Mauk	Lifeguard	7.75	4
Sydnee Hill	Lifeguard	7.75	4
Olivia Savee	Lifeguard	7.50	4
Tate Wheeler	Lifeguard	7.25	4
Zoe Chapman	Lifeguard	7.50	4
Jessica Foister	Slide Attendant	7.91	3
Josie Vest	Slide Attendant	7.68	3
Bailey Wynn	Slide Attendant	7.68	3
Kevin Watson	Slide Attendant	7.68	3
Kerra Gross	Slide Attendant	7.75	4
Saylor Cain	Slide Attendant	7.68	3
Dana White	Slide Attendant	7.68	3
Spring Johnson	Slide Attendant	7.46	3
Julia Pierce	Slide Attendant	7.46	3
Jerry Blevins	Maintenance	7.68	3
Treyson Marler	Café	7.68	2
<u>EMPLOYEE</u>	<u>TITLE</u>	<u>PAY RATE (Per Hour)</u>	<u>GRADE</u>
Madison Ferguson	Café	7.68	2
Sienna Arnold	Slide Attendant	7.25	3
Rebecca Hartley	Admin. Assistant	8.50	5
Baileigh Day	Slide Attendant	7.25	3
Summer Milhorn	Café	7.46	2
Donta Hackler	Café	7.25	2
John Kavanaugh	Café	7.46	2
Kolby Kruse	Café	7.25	2
Patty Rosenbaum	Customer Service	8.66	2
Ben Tilson	Maintenance	7.91	2
Chris Forbes	Maintenance	7.68	2
Allison Valentine	Lifeguard	7.75	4
Nancy Comer	Customer Service	8.66	2
Keli Smith	Customer Service	7.68	2
Taylor Miller	Slide Attendant	7.68	3
Sydney Townsend	Lifeguard	7.75	4
Bethany Roberts	Slide Attendant	7.46	3
Maddie Branum	Slide Attendant	7.46	3
Jonathan Lockner	Café	7.25	2
Abigail Wright	Slide Attendant	7.25	3
Emma Waddle	Slide Attendant	7.25	2
Lucas Scott	Café	7.25	2
Aspen Armitage	Slide Attendant	7.25	3
Addie Stadler	Slide Attendant	7.25	3
Callie Dowd	Lifeguard	7.25	4
Libbie Woodley	Slide Attendant	7.25	3
Joshua Waldrop	Café	7.25	2
Kaley Guinn	Slide Attendant	7.25	3
Thomas Manley	Lifeguard	7.25	4

WETLANDS WATER PARK COMPENSATION PLAN 2020 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

<u>STEP</u>	1	2	3	4	5	6	7
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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

*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.

Mayor Vest asked the Aldermen if they had any questions or comments. Alderman Dickson asked if the Board will need to consider those potential positions that will be slated for cleaning or will they be brought back as an addendum at next month's meeting. Mr. Ford said those positions will fall under Maintenance duties. Alderman Callahan made the motion to approve the list of individuals as seasonal Water Park employees at the listed hourly rate, subject to all pre-employment requirements, with six employees reporting to work on June 15, 2020, and the remainder of employees

reporting on June 22, 2020, The motion was seconded by Alderman Countermine, and duly passed.

The next item on the agenda was the reopening plan for the Chuckey Depot Museum. Mayor Vest said the team has put together a very good plan for opening that facility. He asked the Aldermen if they had any comments. Alderman Dickson said one of his concerns is rentals. He said he feels that amendments should be made to Town rental policies to require the use of masks, encourage physical distancing, and the implementation of a sanitizing fee, and we need to be consistent with all our rental facilities. Town Administrator Glenn Rosenoff said there are already addendums in our rental policies that are COVID-19 specific and address other pandemics that may occur in the future. Mr. Rosenoff said the only topic that is not consistent is the wearing of masks. He said we are also requiring those who rent a Town facility to present as part of the rental a plan to address safety measures. Mr. Rosenoff said it will work out well with what the Town is expecting and knowing the renters will meet or exceed the Town's expectations. Mayor Vest asked that in the rental policies that a visitor information log be obtained and maintained as part of the rental just like is being required at the Water Park. Mr. Rosenoff said we can do that. Mayor Vest asked the Aldermen if they had any further questions or comments regarding the Chuckey Depot. There being none, Alderman Dickson made the motion to approve the reopening plan for the Chuckey Depot Museum as presented, seconded by Alderman Countermine, and duly passed.

CHUCKEY DEPOT MUSEUM REOPENING PLAN

Last updated June 3, 2020

Due to the Covid-19 health crisis, the Chuckey Depot Museum has been closed to the public since Monday, March 16. The following plan for the Museum has been developed with input from the Watauga Valley Historical Railroad Society, the Chuckey Depot Advisory Committee, the Heritage Alliance, and the Town of Jonesborough. It should be noted that this plan will be constantly reevaluated and adapted as needed. The safety of the Depot, its volunteers, and its visitors is of the utmost priority.

Hours of Operation:

The Chuckey Depot Museum will reopen on Friday, June 19. When the Museum reopens, it will follow a reduced schedule until further notice.

Friday-Sunday 1:00 pm – 4:00 pm

The Caboose will remain closed until further notice.

These hours and closures will be reevaluated by the Advisory Committee on Tuesday, July 21.

Cleaning of Depot:

The Town of Jonesborough will make sure the Depot is properly cleaned and sanitized while it is open to the public.

It is recommended the following surfaces be sanitized daily when the Museum is open:

- All counter tops and cases.
- All benches and chairs where people sit.
- All surfaces in the bathroom.
- All door handles and light switches.

Volunteer Docents:

The Chuckey Depot does not have a museum staff. It is operated by volunteers. If a volunteer is not comfortable with coming back to the Depot to work a shift, they should not do so.

All docents should observe the healthiest operational procedures possible by following recommendations from industry partners like the Washington County Health Department, the CDC, State of Tennessee Department of Tourism (Tennessee Pledge), and the American Association of Museums. This information will be made available to the docents in the host's office at the museum.

Steps have been taken to ensure the volunteer docents remain safe while the museum is open and the public is inside.

- **All depot hosts will remain in the host office when visitors are in the building.**
- **Hand sanitizer will be located on the host desk in the office along with Clorox wipes.**
- **The wearing of face masks is encouraged while the public is inside the building.**
- **No visitors may enter the host office or use the office rest room at any time.**
- **A plastic shield will be put at the host window with a 5-inch opening at bottom so the visitors and the host can talk. This prevents direct contact of any kind.**
- **After the guests leave, docents should wipe down all door handles with the Clorox wipes and then wash their hands.**
- It is recommended that no more than two docents be at the museum together at the same time.
- The Depot will be operating at 50% visitor capacity, **24** people at a time, until further notice. Docents should keep count of how many people are in the museum and place a sign on the door if no more are allowed in until other guests leave. Docents can count guests as they come in through the front and via the monitors for guests who enter through the ADA accessible ramp.
- The Town Staff, the Heritage Alliance, and Mike Tilley will continue to open and close the Depot for the volunteer docents.

Before reporting to their shift at the Chuckey Depot, volunteer docents should check their temperature and monitor their health. Ask yourself these questions every day before coming to the Depot.

- Have you been in close contact with a confirmed case of COVID-19?
- Are you experiencing a cough, shortness of breath, or sore throat?
- Have you had a fever in the last 48 hours?
- Have you had new loss of taste or smell?
- Have you had vomiting or diarrhea in the last 24 hours?
- Do you have a temperature of 100.4 degrees Fahrenheit or more?

If you know you can answer yes to any of those questions, DO NOT come to the Depot. Instead, let Mike Tilley know you will be unable to work your shift and we encourage you to utilize the Center for Disease Control's online self-checker and/or visit one of the COVID-19 testing locations as a precaution. The same direction applies if you did not realize you had a temperature of 100.4 degrees Fahrenheit or more and find out during the screening.

You can return to volunteer at the Depot when: You have had no fever for at least three (3) days without taking medication to reduce fever during that time; AND Any respiratory symptoms (cough and shortness of breath) have improved for at least three (3) days; AND At least seven (7) days have passed since the symptoms began. You may return to the Depot earlier if a doctor confirms the cause of your fever or other symptoms is not COVID-19 and releases you to return to regular activity in writing.

Increased Hygiene Practices:

There are many things volunteer docents can do throughout the day that will offer more protection for you and those you are around.

- Be sure to wash hands more frequently, avoid touching face, practice good respiratory etiquette by coughing or sneezing into your elbow rather than into the air.
- Wear a cloth face covering while at work and in public to help protect against the spread of the virus.
- Practice recommended social distancing to the greatest extent possible –“Further is safer.”
- Hand sanitizer will be available in the office.
- Social distancing is challenging in many of our jobs in the hospitality sector, but remember to keep as much distance as possible between you and your teammates and our guests.

Changes to Guest Experience at the Depot:

Several changes will be implemented to the Depot for the foreseeable future. This is another step to help ensure the safety of the volunteers and the public.

- **No more than 50% occupancy, 24 people at a time, will be allowed in the building at one time.**
- **A stand-alone Sanitizer Station will be put at the museum's entry door along with the one that is placed in the waiting room inside the museum.**
- **Signs will be placed on exhibits and show cases stating please do not touch.**
- **The children's toys will be removed until further notice.**
- **A plastic shield will be put up inside the motor car to prevent children and adults getting into it.**
- **The Visitors' sign in book and the railroad literature will be removed from the tables for the foreseeable future. A sign will be put up to encourage guests to check in on Facebook instead.**
- **Signs will be posted outside for visitors to encourage them to wear masks while inside the museum and practice safe, social distancing behavior.** (Since masks are not mandated in Tennessee, we cannot require visitors to wear masks before entering; we can only hope that visitors will use their best judgement.)
- Signs will be posted that discourage anyone who is ill or has been ill from entering the Museum. The volunteers and Town Staff are not equipped to take temperatures at the door, so the Museum will operate on the honor system and do our best to protect our volunteers.

Chuckey Depot Rentals: The information below comes from the Historic Jonesborough Visitor Center's reopening plan.

- a. Rentals at the Chuckey Depot at Jonesborough
 - a.1. At this time the Chuckey Depot is requesting to remain closed to the public and rentals until the end of June. Their Advisory Committee and volunteers will be reevaluating a specific reopen date during the first of June. The guidelines and recommendations included below would take place once all parties involved have okayed the rental of that facility.

- a.2. The Chuckey Depot holds two rental rooms within their facility. The main, museum area, as well as the caboose. The normal capacity for rentals in the depot is 40 chairs or 25 with tables & chairs.
- a.3. After evaluating these spaces with respect to social distancing guidelines it would take the maximum capacity with chairs to 20 and 12 with tables & chairs. Since the majority of rental events at the depot are private it would be possible to put 6 people at one 8' table. The caboose does not have a "rental space" within, but is usually rented and opened for viewing only. I would limit the amount of people in the caboose at one time to two people.
- a.4. Staff & volunteers will be sanitizing all chairs and tables once set up is complete and after the rental is over.
- a.5. Limit guests in the "host" area of the depot as well as the restroom to one person.
- a.6. Ask renters to use gloves and supplied cleaning materials to wipe down the chairs and tables after their rental and before leaving the facility.
- a.7. Complete an addendum to the normal rental contract which would ask the renter to be responsible for enforcing our social distancing guidelines, urging guests to wear masks, cleaning procedures after their rental is completed, trash removal, restroom distancing guidelines, as well as take full responsibility for their guests in attendance.
- a.8. Request that all caterers and vendors wear PPE while they are serving, dropping off or picking up catering or serving items at the center.

The next item on the agenda was the 2020 season of Music-On-The-Square. Mayor Vest said that the 2020 Music-On-The-Square season has been cancelled. Board members discussed the virtual music acts, some of which were performed at the old facility on the property where the railroad train yard is. Alderman Countermine said several thousand people have watched, and they mention Jonesborough which he feels is good promotion for the Town. Alderman Callahan asked if before we release Steve Cook's check to him, could we ask him to provide the Town with a full list of his contacts and bands that were planned for this season. Mayor Vest said he agreed that we may want to use them for future events. The Board further discussed the recommendation. Mayor Vest asked the Aldermen if they had any further comments or questions. There being none, Alderman Countermine made the motion to rescind the offer of contract with Steve Cook for the 2020 MOTS season and that Mr. Cook be paid a stipend of \$3000 for his service at the beginning of the season, the acts for the month of June receive a \$100 stipend because the season was cancelled, the July – September bands be paid a \$100 stipend upon proof of a signed agreement, and that Don Burger be paid \$500 for organizing the MOTS virtual music performances which is separate from the other acts booked. The motion was seconded by Alderman Callahan, and duly passed.

The next item on the agenda was the 2020 season for Movies On Main. Mayor Vest said the recommendation is to hold Movies on Main as a driven-in theater behind the Courthouse and use the County and Parson's Table parking lots. Glenn Rosenoff said in the recommendation is the option to look at July 4th as an opportunity to work out the measures that will have to be in place and be organized in social distancing and sanitizing to be prepared for the Movies On Main event. The Board discussed placing social distancing signage downtown for events, maintaining a visitor log to the event, and staff being the support for Mr. Gurley for the movie events. Mayor Vest asked if the flexibility could be added for showing the first movie on July 4th. Mr. Rosenoff said if Board members are comfortable with Town staff making a decision to move forward with the July 4th date, they would make it happen. Board members discussed with Jeff Gurley the size of the crowd that is usually in attendance, social distancing, suggesting people wear masks, concerns about putting public safety officers and staff at risk for events, and the increase in the number of COVID-19 cases in Washington County and surrounding areas. Alderman Countermine said he would rather have the Town contribute funds for advertising and for developing a strategy for marketing for the whole

summer, not just for one day, for all Jonesborough businesses. Board members voiced their concerns regarding limiting the crowd in the downtown area, ingress/egress, and staff having to set up fencing and take it down. Alderman Callahan made the motion that Movies on Main be hosted by the Town on July 4th and that Jeff Gurley host the movies beginning July 11th with a cap of 250 people, setting up sanitizing stations and CDC guidelines being met, gates, and a plan to control the crowd. Melinda Copp, Events Coordinator, asked about advertising that states the guidelines that Jonesborough will follow at these events so that people are aware of the guidelines when they come to Jonesborough because a lot of people don't know what the guidelines are. Mayor Vest said we need to make sure people understand the guidelines. Alderman Dickson said he thinks compromise is important and people need to be respected in this situation on all sides. He said the drive-in movies behind the Courthouse is not perfect, not everybody is happy, but we can have some people downtown this summer and something is better than nothing, and he feels this is a healthy balance. Alderman Dickson said cars could be lined up in a way that ensures social distancing; it's a matter of respect, and he feels comfortable with this as an elected official because he feels the health and welfare of our citizens is very important. Mayor Vest asked Jeff Gurley if he was comfortable with moving the movies from Main Street to behind the Courthouse. Mr. Gurley said he would have to get with Eric Hilton who actually sets the equipment up and see if it is logistically possible to do this. The Board discussed incurring the cost of the larger screen and cost of the movie since the BMA is requiring Movies On Main be moved off Main Street. Mr. Gurley said he thinks this is a step in the right direction rather than cancelling the event altogether. Alderman Callahan withdrew his motion. Attorney Wheeler recommended that the Board consider making this a Town-sponsored event and waving the insurance requirements which also gives the Town justification for the cost of expenses incurred with this event. Alderman Dickson made the motion to approve the drive-in movies being held behind the Washington County Courthouse upon permission from Washington County to use its parking lot, with the Town sponsoring the event and absorbing the costs, and staff and Mr. Gurley working together on a marketing plan and a plan for closing the street, with July 11th being the start date for the Movies On Main event. The motion was seconded by Alderman Callahan, and duly passed.

The next item on the agenda was the 2020 Brews and Tunes event. This item was tabled until the July 13, 2020, BMA meeting.

The next item on the agenda was the 2020 July 4th Block Party. Board members discussed the Block Party, measuring the downtown area for social distancing, developing a soft marketing plan for just enough marketing to support the downtown businesses and our community. Mayor Vest asked the Aldermen if they had any further comments. There being none, Alderman Causey made the motion to approve the July 4th Block Party, closing Main Street beginning at 10:00 a.m. and ending at 8:00 p.m., with the purpose of the downtown merchants showcasing their businesses and what they have to offer, eliminating the main stage and alcohol tent, and the drive-in movie being held on either July 3rd and July 4th in the Courthouse parking lot upon approval from Washington County to use the parking lot, and using the Parson's Table parking lot as an overflow lot. Alderman Countermine seconded the motion, and was duly passed.

The next item on the agenda was the Parks and Recreation reopening plan. Mayor Vest said the recommendation is to open the parks up on Monday, June 15th. Craig Ford said that Matt Townsend was informed by Jonesborough Little League that their 2020 season has been cancelled. There being no further discussion, Alderman Countermine made the motion to approve the reopening plan for Parks and Recreation, including the cancellation of the 2020 Little League season, and that signage be installed at the basketball courts stating individual play only and no contact, and that park facilities be ready to re-open by June 15th. The motion was seconded by Alderman Callahan, and duly passed.

PARKS AND RECREATION REOPENING PLAN

Due to the current pandemic and fluidity of restrictions as it relates to several items within our Parks and Recreation Department. I would like to formally propose the following items. Each item would remain under this formal proposition until lifted by health officials, state officials and/or local officials. The purpose of this proposal is to give clarity to our residents and visitors alike, as well as, stress our continuing efforts to reopen our facilities to the public in a safe and effective manner.

- 1) Allow use of pavilions inside the parks of Jonesborough. This would be in correlation with Executive Order No. 34, limiting group gatherings to under 50 persons. We would hang signage inside these gathering areas encouraging social distancing, proper PPE and hygiene recommendations. There will be multiple trash cans available, with anti-littering signage prominently posted to protect our employees during clean-up. All restrooms adjoining these facilities will be cleaned and disinfected daily. We would continue to limit hours of use to our current status, Sunrise to Sunset. The areas would be on a “first come, first served” basis. I am proposing this take effect beginning Friday, June 12, 2020.
- 2) Persimmon Ridge Baseball fields remain closed to large, organized teams or organizations of more than 10 persons. This is in accordance with Executive Order No. 34:

Contact sporting events and activities, where there is a requirement or substantial likelihood of routine close contact and adequate social distancing is not feasible, are prohibited, but this does not apply to collegiate or professional sports conducted under the rules or guidelines of their respective governing bodies. This also does not prohibit training or otherwise practicing the elements of such sports that do not involve close contact with persons.

As well as the “Tennessee Pledge” issued by The State of Tennessee:

Any youth or adult team leagues or sports should remain closed

We would not prohibit groups of 10 or less to use our fields for practice under the following circumstances:

- No more than 10 persons gathered at any field at the same period.
- Ample signage will be in place encouraging social distance and proper hygiene.
- Trash receptacles will be furnished along with ample signage regarding littering and proper disposal of items in order to protect our employees from exposure.
- Restroom facilities will be cleaned and disinfected on a daily basis.

I am proposing this take effect Friday, June 12, 2020.

- 3) Allow the tennis courts located at Stage Road Park to reopen. We would hang signage inside these gathering areas encouraging social distancing, proper PPE and hygiene recommendations. There will be multiple trash cans available, with anti-littering signage prominently posted to protect our employees during clean-up.

This is listed as a non-contact sport in the “Tennessee Pledge” and is permitted to reopen with local approval. I am proposing this take effect, June 12, 2020.

- 4) Basketball Court at Persimmon Ridge Park, Basketball Court at Depot Street Park, and all playgrounds featuring high contact structures remain closed. This is in accordance with both Governor Lee’s Executive Order #34 as well as the “Tennessee Pledge”

If this proposal is accepted and passed, the Jonesborough Parks and Recreation Staff will make preparations immediately for these items.

I will continue to monitor any updates or changes to state and local guidelines and adjust any or all of these accordingly.

The next item on the agenda was the JRT 1940's USO Show Fundraiser to be held July 3-7, 2020, at the McKinney Center. The Memorandum of Understanding drafted by Town staff and the JRT and a Patron Protection Plan were presented for Board approval. Mayor Vest said the recommendation to approve the protection plan and the Memorandum of Understanding, and he feels both documents are well written and very thorough. Mayor Vest asked the Aldermen if they had any comments. There being none, Alderman Causey made the motion to approve the JRT Patron Protection Plan for the 1940's USO Show Fundraiser being held July 3-7, 2020, at the McKinney Center, and the Memorandum of Understanding between the Town of Jonesborough McKinney Center at Booker T. Washington School and the Jonesborough Repertory Theatre, as presented. Alderman Countermine seconded the motion, and it was duly passed.

JRT Patron Protection Plan for the 1940's USO Fundraiser Show – July 3-7, 2020

The Jonesborough Repertory Theatre is providing two ways to enjoy the USO fundraiser show. Patrons may purchase tickets to watch a live performance at the McKinney Center, 103 Franklin Ave, Jonesborough, TN, or purchase tickets to watch from the comfort of their homes via livestream on YouTube.

Guidelines for Attending the Live Performance:

- McKinney Center seating – limited seating is available in order to abide by the CDC Guidelines for community events.
- Seats will be arranged in such a way that accommodates the CDC Guideline of a social distance of six (6') feet between individual groups.
- Temperature checks will be taken at the door for every guest. Patrons with a temperature of 100.4 or above will not be admitted to the McKinney Center for the USO fundraiser show.
- All patrons will be required to wear a mask covering both mouth and nose.
- All patrons that remove their masks during the one-hour performance will be asked to leave the building.
- All high-contact surfaces will be sanitized between performances.
- All JRT volunteers, other than performers on the stage who will not wear masks for the performance, will be wearing masks and gloves.
- Hand sanitizer will be available in several clearly marked locations within the center.
- Patrons will enter and exit through separate locations.
- No food or beverages will be allowed inside the building.

By purchasing a ticket to the live performance of the USO fundraiser, you are agreeing to abide by all of the guidelines listed above without exception. Compliance with these guidelines minimizes the risk of exposure to COVID-19 but cannot eliminate the potential of exposure, and you accept any remaining risk.

The first item under New Business was first reading of an Ordinance to rezone property at 152 Headtown Road. Mayor Vest said Melissa Peagler, representative of Weigel's, Inc., was present to speak on the proposed rezoning. Ms. Peagler said Weigel's is moving its brand into this area, has opened a store in Kingsport, and is looking forward to being in Jonesborough. Glenn Rosenoff said the Planning Commission has approved this rezoning request. Mayor Vest asked the Aldermen if they had any comments. There being none, Alderman Causey made the motion to approve on first reading an Ordinance rezoning property at 152 Headtown Road from R-1 (Low Density Residential) to B-3 (Arterial Business) and R-1 (Low Density Residential) to B-6 (Urban Corridor Commercial Business), seconded by Alderman Countermine, and duly passed.

ORDINANCE NO. _____

AN ORDINANCE TO REZONE CERTAIN PROPERTY WITHIN THE CORPORATE BOUNDARIES OF JONESBOROUGH, TENNESSEE FROM R-1 (LOW DENSITY RESIDENTIAL) TO B-3 (ARTERIAL BUSINESS) and R-1 (LOW DENSITY RESIDENTIAL) B-6 (URBAN CORRIDOR COMMERCIAL BUSINESS)

Be it ordained by the Board of Mayor and Aldermen of the Town of Jonesborough, Tennessee as follows:

SECTION 1. That Jonesborough, Tennessee Zoning Ordinance Map which was adopted and enacted as part of the zoning ordinance be amended as follows:

That Parcel 231.00 on Washington County Tax Map 052, a 9.48 acre tract located at 152 Headtown Road be rezoned from R-1 (Low Density Residential) to B-3 (Arterial Business), and R-1 (Low Density Residential) to B-6 (Corridor Business)

SECTION 2. This ordinance shall be effective from and after its passage on second and final reading, the public welfare requiring it.

Approved by the Planning Commission _____ May 19, 2020

Passed on First Reading _____ June 8, 2020

Public Hearing Held _____

Passed on Second Reading _____

Approved and Signed in Open Meeting _____
MAYOR

Attest: _____
TOWN RECORDER

Approved as to Form: _____
TOWN ATTORNEY

The next item on the agenda was a Resolution adopting a continuing budget for Fiscal Year beginning July 1, 2020. Mayor Vest asked the Aldermen if they had any questions. There being none, Alderman Dickson made the motion to approve a Resolution to allow the Town to continue operating into the July 1, 2020, fiscal year under the FY2019-20 budget appropriation figures until the FY2020-21 fund budgets are approved, Alderman Callahan seconded the motion, and it was passed unanimously.

INSERT RESOLUTION

The next item on the agenda was first reading of the FY2019-2020 Budget Amendments for the General, Solid Waste and Drug funds. Mayor Vest asked the Aldermen if they had any questions. There being none, Alderman Countermine made the motion to approve on first reading an Ordinance amending the General Fund, Drug Fund and Solid Waste Fund budgets for FY2019-2020, seconded by Alderman Callahan, and duly passed.

ORDINANCE NO. B-20-04

AN ORDINANCE AMENDING THE FISCAL YEAR 2019-2020 BUDGET FOR THE GENERAL, SOLID WASTE AND DRUG FUNDS

BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF JONESBOROUGH AS FOLLOWS:

SECTION I. That the FY2019-2020 budget be amended with revenues and available funds and appropriations as follows:

REVENUES AND AVAILABLE FUNDS

GENERAL FUND	<u>\$8,883,567</u>
DRUG FUND	<u>\$ 6,279</u>
SOLID WASTE FUND	<u>\$ 772,719</u>

EXPENDITURES

GENERAL FUND	<u>\$8,883,567</u>
DRUG FUND	<u>\$ 6,279</u>
SOLID WASTE FUND	<u>\$ 772,719</u>

SECTION II. The line item financial plan as follows detailing line items in departmental budgets shall be followed in implementing the budget amendments.

This Ordinance will take effect immediately after its passage on second and final reading, the public welfare requiring it.

Motion was made by Alderman Countermine and seconded by Alderman Callahan that the preceding ordinance be adopted on first reading. Those voting for the adoption thereof were: Alderman Countermine, Alderman Callahan, Alderman Causey,

Alderman Dickson

Those voting against: _____

PASSED ON FIRST READING June 8, 2020

CHUCK VEST, MAYOR

ATTEST:

ABBEY MILLER, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

Motion was made by _____ and seconded by _____
that the preceding ordinance be adopted on second and final reading. Those voting for
the adoption thereof were: _____

Those voting against: _____

PASSED ON SECOND READING _____

CHUCK VEST, MAYOR

ATTEST:

ABBEY MILLER, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

The next item on the agenda was discussion from the Public Safety Director/
Operations Manager. Craig Ford gave an update to the Board on the Police
Department operations as requested by Mayor Vest.

There being no further business, the meeting was duly adjourned.

ABBEY MILLER, RECORDER

CHUCK VEST, MAYOR