

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

JULY 15, 2019

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Monday, July 15, 2019, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

The only item on the Public Hearing Agenda was the Ordinance re-establishing Section 11-504(2) of the Jonesborough Municipal Code which prohibits Adult Oriented Establishments and Entertainment within the corporate limits of Jonesborough. Mayor Vest asked if there were any comments. There were none.

The Public Hearing was closed.

---

ABBAY MILLER, RECORDER

---

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

JULY 15, 2019

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, July 15, 2019, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Chuck Vest called the meeting to order. Alderman Adam Dickson lead the group in an opening Prayer, and Police Sgt. Wes Corder 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 Bob Browning, Town Recorder Abbey Miller, Operations Manager Craig Ford, and Town Attorney Jim Wheeler.

The next item was the Consent Agenda. Mayor Vest said he would like to pull for discussion Consent Agenda Item 9-a, Special Event Request for the 2019 Storytelling Festival, and asked if there were any other items that the Aldermen wished to have

pulled from the Consent Agenda. Alderman Callahan said he would like to pull Item 9-b, Special Event Request for Movies on Main, for discussion. Alderman Causey commented that there were three supervisor reports missing and in the future she would like to see all reports submitted; she asked if the on-line employment application could be revised because it is confusing. Bob Browning said he would talk to Terry Alexander, Website Maintenance Coordinator, about revising the on-line application form. Alderman Causey made the motion, seconded by Alderman Callahan, and duly passed to approve the following items on the Consent Agenda:

1. Approve the minutes of the June 10, 2019, Regular BMA meeting.
2. Approve the following bills for payment:

<u>VENDOR</u>	<u>AMOUNT</u>
A&E	1200.00
A-Z OFFICE RESOURCES	714.75
ACE EQUIPMENT REPAIR	2123.50
ADAM G. DICKSON	200.00
ADVANCE AUTO PARTS	111.62
ALLAN DEARSTONE	23.20
ALLEN WEEMS	270.86
ALLISON OUTDOOR	200.00
ALSO	75.18
AMERICAN GENERAL LIFE	106.52
AMERICAN RED CROSS	360.00
AMERICAN TIRE DISTRIBUTION	831.92
ANDY OXY COMPANY, INC.	511.54
ANGIE ADKINS	90.00
APPLIED MAINTENANCE	224.20
ARCHER BROTHERS GARAGE	260.00
ARCHER ELECTRIC SERVICE	875.00
ASHTON D'AVELLA	40.00
AULICK CHEMICAL SOLUTION	15796.00
AUTO ELECTRIC CO, INC.	195.81
AUTO ZONE #2087	260.93
AXON ENTERPRISE, INC.	330.00
BANK OF TENNESSEE	8982.12
BARBARA L BOGART	360.00
BARNES EXTERMINATING CO	170.00
BATTERIES ON NC, LLC	1059.49
BATTERIES PLUS-551 LLC	94.95
BEVERLEY HOOVENS	32.00
BHMA OCCUPATIONAL MEDIC	3969.00
BLIC ART MATERIALS	241.74
BLUE CROSS BLUE SHIELD	88387.25

<u>VENDOR</u>	<u>AMOUNT</u>
BLUE WATER INDUSTRIES	12105.81
BOBCAT	101.94
BRAD MAGNUS DESIGN	500.00
BRETT SEAN MCCLUSKEY	100.00
BRISTOL BROADCASTING CO	408.00
BROYLES FLORIST	79.28
CAROL LESLIE HUIE	614.71
CELIA MILES	35.12
CENTRAL PAPER AND SUPPLY	433.50
CENTRALIZED CHILD SUPPORT	776.00
CENTURYLINK	737.48
CHAPPELL'S PEST CONTROL	50.00
CHARLTONS STANLEY, PHD	125.00
CINTAS CORPORATION #202	914.39
CINTAS FIRST AIR & SAFE	348.33
CITY ELECTRIC SUPPLY	543.66
CITY OF JOHNSON CITY	1827.63
CLAUDIA RANDOLPH	7.99
CLIMATE CHANGER	1615.00
CLINCH-POWELL RESOURCES	638.50
COAST TO COAST	491.93
COCA-COLA BOTTLING CO.	2350.80
COMCAST	176.96
COMMUNITY DEVELOPMENT	3500.00
COMPANION LIFE INSURANCE	972.70
CONSOLIDATED PIPE & SUPPLY	7034.55
CORE AND MAIN	112.50
CORECHEM	2795.10
CUTSHALL'S AUTOMOTIVE	120.00
D. TODD WOOD	4260.00
DEANNA CAREY	150.00
DEBBIE ALVIS	75.20
DENNIS DWAYNE BROOKS	1050.00
DIANE THOMPSON	36.00
DIVERSE COMPUTING, INC.	82130.00
DOE VALLEY SCREEN PRNT.	1402.07
DOG WASTE DEPOT	840.90
DOOZY	250.00
DORMAKABA USA INC.	3750.00
DUFFIELD AQUATICS, INC.	12670.15
EAST TN RENT CHEMICALS	70.00
EAST TN RENT-ALLS	580.00
EASY BADGES	163.50
ECOSAFE LANDFILL YA	7157.10

<u>VENDOR</u>	<u>AMOUNT</u>
ENVIRONMENTAL PRODUCTS	445.74
FENCO SUPPLY OF J.C.	90.22
FERGUSON ENTERPRISES #5	20642.72
FIRE EXTINGUISHER CO	77.90
FIRST TENNESSEE BANK	3792.73
FLEENOR SECURITY SYSTEM	884.21
FOOD CITY	212.37
FOSTER SIGNS	2035.00
FUELMAN	4157.96
G & C SUPPLY COMPANY, IN	31729.10
GALL'S LLC	1303.00
GLOBAL EQUIPMENT CO.	2108.75
GOUGE MASONRY	135.00
GRAFIK TOUCH	335.50
GRAINGER	647.11
GRAY GLASS	644.10
GRAYBAR ELECTRIC	3481.74
GRW ENGINEERS, INC.	19172.21
HARBOR FREIGHT TOOLS	61.87
HAYES PIPE AND SUPPLY	8805.06
HEATHER ALLEN	2826.25
HEISSE JOHNSON HAND UP	165.90
HERALD AND TRIBUNE	115.00
HERMAN JENKINS	460.68
HISTORICAL FOLK TOYS, I	267.35
HUNTER CURTIS	510.00
HVAC, INC.	741.00
IDEXX DISTRIBUTION, INC	453.71
INFORMATION AGE	109.95
INGLES	282.12
INTERNATIONAL STORYTELLING	452.90
JAMES WHEELER	7688.00
JAMES RIVER EQUIPMENT	2.03
JARED L CHRISTIAN	100.00
JEFFERSON SALES SOUTH	10241.83
JENNIFER ROSS BERNHARDT	2119.69
JERI JONES	8.00
JOCELYN JONES	12.00
JOHNSON CITY CONTROLS FIRE P	750.00
JONES LAWN CARE	3030.00
JONESBOROUGH HRA	7495.00
JONESBOROUGH LOCALLY GROWN	60.00
JONESBOROUGH POSTMASTER	4073.50
JONESBOROUGH SENIOR CENTER	282.91

<u>VENDOR</u>	<u>AMOUNT</u>
JONESBOROUGH WATER DEPT	188.33
JONESBOROUGH/WASHINGTON	4204.72
JOSHUA A CLOYD	100.00
JRT	1451.14
KENNETH RAWLS	14.40
KIEFER AQUATICS	281.82
KIM JOHNSON	120.00
KIMBALL MIDWEST	1289.78
KNOCK OUT CHEMICALS, IN	1139.80
L&W SUPPLOY CORP.	195.25
LABTRONIX	1712.95
LARKE FOSTER	89.12
LORNA DARLENE HATLEY	264.00
LOWE'S	10584.67
MAIN STREET CAFÉ	478.15
MAIN STREET CATERING	350.00
MATHESON TRI-GAS INC	53.15
MATTHEW BYRD	4.80
MCKESSON MEDICAL-SURGICAL	489.66
MEAD TRACTOR	76.81
MICROBAC A/R	434.75
MODERN SUPPLY CO.	140.51
MUNICIPAL EMERGENCY	1420.31
NAFECO, INC.	2657.00
NATIONWIDE RETIREMENT	1755.00
NETWORKFLEET, INC/VERI	1733.10
NEWS AND NEIGHBOR	197.00
NOOR WHAYEB	45.00
O'REILLY AUTOMOTIVE INC.	140.79
OFFICE DEPOT BUSINESS	163.97
OFFICE MAX #233	401.46
OFFICE CHAPTER 1	442.00
OKLAHOMA CENTRALIZED	138.45
OLD SCHOOL AUTO PARTS, I	3935.76
OLDE TOWN HARDWARE	152.64
OLDE TOWNE SMALL ENGINE	418.88
PACE ANALYTICAL NATIONA	2248.00
PAMELA GAIL JOHNSON	101.65
PAMEAL JEAN SMITH	140.00
PARDUE PHOTOGRAPHICS	520.00
PAUL'S PENS ODDS & ENDS	52.90
PHYLLIS ANNE FABOZZI	300.00
PK SERVICES	408.16

<u>VENDOR</u>	<u>AMOUNT</u>
PORTER'S TIRE STORES	8233.86
PRINT DISTRIBUTION SERV	2488.50
PUBLIC ENTITY PARTNERS	2992.32
QUALITY TROPHY & ENGRAVING	21.00
REINHART FOODSERVICE LL	14387.28
RELIANCE STANDARD (VOL)	475.60
RICOH USA, INC.	6480.99
RICOH USA, INC.	149.43
SAFE LIFT, INC.	534.00
SARATOGA	3682.79
SARATOGA FINANCIAL	5980.43
SCHAEFFER'S FG CO	2959.50
SHRED-IT	31.98
SITEONE LANDSCAPE SUPPLY	2633.30
SOUTHERN SALES	11674.84
SPECIALIZED OPERATIONS	2276.00
SPECIALIZED CHEMICAL CO L	7780.50
STANDARD FORMS	2119.17
STATE OF TENNESSEE	210.00
STOWERS	5194.45
SUMMERS HARDWARE	534.53
SUMMERS-TAYLOR INC.	8101.77
SUPPLYWORKS	845.01
TBI-FISCAL SERVICES	676.00
TERMINIX PROCESSING CEN	322.00
TERRY ALEXANDER	22.40
THE BAILEY COMPANY	318.57
THE DYCHO COMPANY, INC.	482.76
THE UNIVERISTY OF TN	2609.30
THE UNIVIERSITY OF TN	395.00
THOMPSON REUTERS – WQEST	179.46
TN ASSOCIATION OF	1020.00
TN DEPT ENV & CONS	1000.00
TN DEPT OF REVENUE	1657.42
TN DEPT OF REVENUE	116.85
TN DEPT OF SAFETY	1591.25
TOWN OF JONESBOROUGH	7950.00
TRANSUNION RISK &	100.00
TRI-CITY BEVERAGE CORP	114.00
TRI-FOXCO	414.00
TRIAD FREIGHTLINER	631.94
TRIGG ENTERPRISES	54.99
TRIPLETT FARMS	375.00
TRUBLU TACTICAL	74.96

<u>VENDOR</u>	<u>AMOUNT</u>
TRUCKPRO LLC	712.03
TUESDAY GARDEN CLUB	2467.75
UNITED PARCEL SERVICE	46.20
UNITED WAY	413.00
USA BLUE BOOK	1024.44
VERIZON WIRELESS	3358.24
VOLUNTEER FLAG & SAFETY	224.93
WASH CO – JOHNSON CITY	135.00
WASHINGTON FARMERS CO-OP	2277.54
WASTE MANAGEMENT	4456.25
WATER & WASTE EQUIPMENT	3669.53
WAYNE MORROW	60.00
WAYNE WINKLER	200.00
WHITE'S AUTO PARTS	1265.42
WILLIAM BEAGLE	475.00
WILLIAMS ELECTRIC	1346.57
WISEMAN'S INC	89.24
WORLDWIDE EQUIPMENT, IN	73.61
98.5 WTFM	720.00
	<b>519,153.27</b>

<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
92822-92834 AP	24,848.84		
92835-93012 AP	220,439.16		
93013-93025 AP	38,792.34		
93026-93039 AP	7,294.17		
93040-93043 AP	770.00		
93044-93047 AP	870.00		
93048-93050 AP	1,639.24		
93051 AP	800.00		
93052-93141 AP	120,956.67		
93142-93151 AP	10,812.26		
93152-93220 AP	57,609.72		
93221-93253 AP	125,901.44		
93254 AP	2,920.00		
	<b>613,653.64</b>		
59293-59414 AP		274,296.37	
59415-59422 AP		62,089.76	
59423-59425 AP		1,139.33	
59426 AP		1,459.82	
59427-59485 AP		117,188.55	
59486 AP		11.76	

<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
59487-59530 AP		65,636.24	
59531-59561 AP		42,125.13	
		<b>563,946.96</b>	
8341-8370 AP			24,417.74
8371-8372 AP			4,658.70
8373-8389 AP			10,468.90
8390-8397 AP			1,724.70
8398-8402 AP			4,037.75
			<b>45,307.79</b>

3. Approve the following Town Administrator Report:

WASTEWATER

I have discussed our sewer system issues with infiltration and inflow within our collection system. We have quality equipment including cameras and flow monitors needed for a comprehensive evaluation. Our problem is manpower right now, and some of that has been because of the amount of time we have had to dedicate to finishing out the new buildings and moving into them as well as dealing with collection system issues due to record rainfalls. The buildings are a 40-50 year investment and it is important that they are done right. The money we have saved by undertaking the build out of the facilities is worth our effort. Even though we are behind on some sewer projects, we will catch up. But until we catch up, it will be difficult to work on I&I. If we have dry weather, the I&I is not a problem. With our record setting rainfall, the last couple of years, we have had an on-going battle. However, we have made some significant improvements during the last couple of years, and that has greatly helped us to “weather the storm.”

Industrial Park – I have also mentioned that we have been working with GRW Engineering and NTREP (formerly Economic Development Council) to prepare an application for funding from the Economic Development Administration to extend water and sewer service to the new ebmpapst industry. We have to develop a pre-application that includes new job creation and ultimate employment numbers, and we want to have the application in by the first of September before the beginning of the new federal fiscal year which begins October 1st. Congress never passes a new budget on time, but normally works off continuing resolutions that allow federal departments to continue to function. We’ll see. As I have previously pointed out, we are not intending to provide any cash match for the industrial park utility expansion project, and cannot commit to anything but submitting an application without BMA approval.



Sewer Planning – I have also mentioned the need for planning for sewer collection line improvements. We have worked some on improvements we know we need to made in the Barkley Creek drainage basin. This includes a new gravity sewer line from Thompson Meadow Lane down through North Jonesborough Subdivision and through the culvert system under US-11E at College Street. This would allow us to eliminate the A-Station at 11-E and College Street. We would also have to construct a new gravity line across the Mitchell property and take it down to W. Main Street to connect into the 12” interceptor line there. We would do this work ourselves, but we have to work on right-of-way’s, TDOT approval as well as TDEC in going under creeks. This improvement will allow development to occur on both sides of W. College Street, as well as N. Cherokee Street, and give us the major collector that will allow us to eliminate most of the septic tank use in North Jonesborough Subdivision which is a small diameter system that we feel is a major source of I&I because those septic tanks were not properly sealed by the contractors that put in the system a number of years ago.

We already have some plans for some line improvements in the area of the Boones Creek Road near Farm Bureau that we will construct before the end of this year. We also have to construct a new sewer collector across the street connector now being constructed between Smith Lane and N. Cherokee Street.

Wastewater Building – Most of the outside grading has been completed and utilities all installed. We have some finish work with sheet rock, and we will try to get the Carter County Crew to finish up the office areas, so the Wastewater staff can completely move out of the Recycling Facility. Wastewater has already moved most of their materials and supplies into the large storage room of their new building.

## WATER

We spent the last couple of weeks going through the water system monitoring evaluation that is undertaken by TDEC every two years. Our staff is upbeat about the expected results. Water Distribution did a great job and we know they had no point deductions. TDEC was very complimentary on all their record keeping improvements, especially in the cross-connection program.

Water Treatment had some plusses as well, especially with four very good quarters with low disinfectant by-products testing results. Our back-up MIOX disinfectant system was down when the monitoring visit was initiated, but we quickly set in motion the repair of the unit and re-activated our back-up bleach disinfectant system. We should know what our score is in the next two weeks.

As I pointed out previously, we are working on plans to be able to pump more water from our Water Treatment Plant into Jonesborough and areas in the northern part of our system. A lot of development is being constructed or

planned north of Jackson Blvd., and we need to be out in front of future development. We are working out the details of a plant expansion, and we cannot look at doubling our water treatment production without determining how to get more flow into Jonesborough. We are looking at reactivating our Mt. Zion pump station that may be able to pump a significant amount of water toward town if we can construct a new water transmission line from the Mt. Zion pump station up SR-81 to Five Points. By developing the plan far enough in advance, we can develop funding through grants before we get in desperation mode. We are trying to move this planning forward despite all we currently have going on.

By-Products Reduction - We had another really good quarter of test results. That is four in a row, knock on wood, which is great because we have to send in a four quarter average. If we do have a quarter with test sites over the limits, we can still be okay because of the three previously low quarters.

Water Loss – The Leesburg area water loss improvements have been completed, and we are monitoring the results. Our latest water loss report was a 22%, so we are holding our own despite the heavy rain events which make it much easier for the underground soil to shift a little. This shifting is what breaks the 80 year cast iron lines we have east and west downtown. We have taken a number of customers off of a fairly long section of the cast iron line along E. Main Street. This section of the cast iron line is still in the ground but has been cut off from our system. We had a major cast iron line break about 10 days ago near Forest Drive, and these people that had been switched over to the ductile iron line were not impacted. Water Distribution has to construct a ductile iron line as well along the new connector between Smith Lane and N. Cherokee Street. They should start on that line in the next couple of weeks.

## TRANSPORTATION

We hope to start putting gravel on the Smith Lane connector in the next couple of weeks. We will not go beyond that until the new water and sewer lines have been constructed.

New Hope Road – We have not had the time to focus on the planning of this project.

2nd Ave & Jackson – Still trying to slip this right turn lane into our schedule.

Shell Road – We are putting this street widening project back on our more current things to do list. It will still be awhile, but we need to keep it on the list of upcoming projects regardless of when we can get to it.

## GRANTS

LPRF Grant – We have submitted a request for a six (6) month extension which would move the completion date to the end of August, 2020. Also the BMA has been sent the architect and engineer contracts we have to have in place and approved by TDEC's Recreation Education Services. We expect the Street Department to start filling and grading the Lincoln Park site as soon as paving is complete at the Fleet Maintenance Facility and Wastewater Building. This should happen in August. We are currently developing the Request for Proposals/bid to get a contractor to take down the existing garage when we move out, which we hope will be early August.

CDBG Façade Grant – GRC contracting is close to getting the steel to start securing the front and alley way walls of the Jackson Theatre. When they get the steel, they will breakdown costs that are just associated with the front wall of the building. Snyder Signs is estimating they will take six (6) weeks to construct the marquee and Jackson Theatre sign for the Jackson. They will start construction when the steel starts getting erected. Snyder needs to see the steel in place to ensure that they have properly planned to secure the marquee and sign to the new steel support system.

Enhancement Grant – This \$50,000 grant was funded to support the structural support system in the Jackson Theatre. We have been billed for much more than the \$50,000 so we have sent in a pay request and a close out form for that grant funding.

Jackson Theatre – All of the concrete footers are in place and the elevator shaft foundation has been poured. Hodge Fabrication is supposed to start delivering steel in the next ten (10) days, and GRC will start erecting the steel starting with the front wall of the Jackson along with the alley wall. Powell Construction will start erecting steel by dropping the beams with a crane down through holes cut in the roof of the Jackson Theatre. GRC will not cut the holes until the steel is ready to be erected. The crane will be on Main Street, and the street will have to be closed from Christopher Taylor Lane to 1st Ave. while the crane is actually lifting the steel. The sidewalk along the southside of Main Street (Jackson side) will have to be closed from Main Street Café to the Eureka entrance while the crane is in operation. The steel to be erected will likely be placed in the street on a flat bed to make it easy to access and this will speed up the erection substantially. When not in operation, the crane will be parked against the curb across from the Jackson until it is needed again, and Main Street will be opened back up. When in operation, the crane will be moved into the street far enough for the stabilizers to rest on the pavement (over plywood) instead of the brick sidewalk. We do not want to tear the sidewalk in front of the Christophe Taylor Log House.

MAINTENANCE BUILDINGS PROJECT

The Carter County Crew is trying to complete the finish work inside the Fleet Maintenance Facility. Almost all of the flooring is installed and bathrooms complete. The kitchen area is essentially complete. Raymond Yoakley should have the HVAC operating by the end of the upcoming week. We still have some final paving, but it is supposed to be completed by the end of the month. We have back-filled curbs and sown grass to stabilize the ground areas. Scott Rosenbaum is packing up fittings and supplies getting them ready to move. He needs some shelving constructed in the downstairs storage area. Almost all of the piping and large valves, hydrants, etc. stored outside have already been moved from the existing garage area and are under the new Equipment Shed. Gary Lykins has lined up the moving of the lifts into the new garage area. We have a military lift that can lift a garbage truck. It needs a somewhat minor repair, and that will happen by the same company that is moving all three lifts. Our vehicle pressure washing cleaning system is in place and operational.

We will be making improvements in the Recycling Center/Wastewater side of our operation, as well. We are going to reorganize the brush handling area, but this will not happen until we get both new buildings occupied and in operation.

#### JRT Warehouse

This building is complete and in operation. It is awesome.

#### Dog Park

We are working with TDEC on a method of getting over the creek to the dog park site. The smaller D-4 dozer can do much of the grubbing and earth grading, and that would only tie up one or two employees. We expect to start that work when we finish the grounds/landscaping of the Fleet Maintenance Building.

#### Community Meetings

I have continued preparing agenda presentations for the BMA meetings, the Planning Commission, Tree & Townscape Board, Traffic Advisory Committee, JRT Board of Directors, and minutes for most.

#### 4. Approve the following Operations Manager Report:

As with the last few months, the majority of my time has been spent on the Fleet Maintenance Building. I am trying to finish this project by the end of July.

All of the floor finish, ceilings, and walls are complete. All of the doors have been hung and the hardware, such as knobs and name plates have been installed.

Three of the four restrooms are complete. I am awaiting the arrival of one more cabinet top to complete the final restroom.

The break room / training room is complete. We will move the ice machine from the old garage to the new garage when we actually move.

All of the curbing has been backfilled and grass has been sewn. The backfill on the west end of the building has also been completed. I am awaiting the plants for this area.

The street lights have been installed on the east end. We have installed the conduit for the lights on the west end. BrightRidge is out of the metal poles and had to order more.

The Street Department has begun the final paving.

The pressure wash unit for the wash bay arrived and installation began on that piece of equipment this past week. The installation will be completed by the end of the month.

I will complete a "punch list" for the building the week of July 15. Once we complete the "punch list," I will complete a final walk through of the building prior to opening.

I also met with the property owner beside the Persimmon Ridge water tank and BrightRidge engineers about bring power from the cell tower site to the water tank. The property owner was very cooperative and told me to do whatever we needed to in order to get power to the tank.

We are going to have to do some work on the access road in order for BrightRidge to get their trucks in. We also need to get a letter to the property owner granting us the permission we need to do the work.

5. Approve the following Committee Reports: Historic Zoning Commission, Tree and Townscape Board, McKinney Center Advisory Committee, and McKinney Center Diversity and Inclusion Subcommittee.

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

7. Approve the updated position description for the Marketing and Promotions Coordinator position.

**INSERT JOB DESCRIPTION**

8. Approve the hiring of Trevor Rice as the Marketing and Promotions Coordinator at Grade 10 Step 1 (\$33,067), subject to all pre-employment conditions.
9. Accept the retirement of Mitch Triplett, Assistant Water Treatment Plant Director, with the effective date of June 28, 2019.
10. Approve the hiring of Robert Gardner as a Water Worker I in Water Distribution at Grade 1 Step 1 (\$21,315), subject to all pre-employment conditions including WorkSteps.
11. Approve the Special Event Fundraising events at Wetlands Water Park, cost sharing proceeds 50-50 with Paws in Blue and Shop With A Cop, as follows:  
  
Sunday, July 21, 2019 – Paws In Blue Night  
6:00 p.m. – 9:00 p.m., \$5.00 per person, Café open until 8:00 p.m. for patrons  
  
Sunday, August 18, 2019 – Shop With A Cop Night  
6:00 p.m. – 9:00 p.m., \$5.00 per person, Café open until 8:00 p.m. for patrons
12. Approve the water line extension request from Richard Tucker to extend water services along Providence Road an estimated 1,280 feet for a projected cost of \$14,035, subject to the terms of Jonesborough's Water Line Extension Policy.

Mayor Vest said the two Special Event Application requests that were pulled from the Consent Agenda would be discussed next. He said Movies on Main will be discussed first concerning clarification of the two date conflicts with other events already approved and scheduled. Mayor Vest said he didn't feel with Mill Spring Makers Market Faire was anything to be too concerned about and that the two events could co-exist. He said that even though the Pioneer Pride 5-K Race stops at the Courthouse and due to the crowd, the race draws, that would be the one date that could be considered a conflict to having Movies on Main. Mayor Vest asked the Aldermen if they had comments. Bob Browning said after the Pioneer 5-K, they usually have a party that goes past 10:00 p.m. Alderman Callahan said he was looking at the recommendation from Chief Street and asked if Mr. Gurley could possibly move Movies on Main to Mill Spring Park on August 10th and if Jeff Gurley and Melinda Copp, sponsor of the Makers Market Faire, could work something out for August 31<sup>st</sup>. He said he doesn't see a problem with having both events. He said if you have an event that brings 200 -300 people into Town and since there would already be a number of people here for the 5-K, he feels it would be a great festive afternoon for everybody and a win-win for both events. Mayor Vest asked Jeff Gurley if the August 10<sup>th</sup> date would be a problem for him. Mr. Gurley said he could speak with the 5-K organizers, and we have done both in the past. He said August 10<sup>th</sup> is going to be a really big event day with Scoop Fest, the 5-K race and the movie, and there could be a noise issue for the movie. Alderman Callahan thanked Mr. Gurley for organizing Movies on Main and added that it's a great event in Town, and the Town needs the merchants taking initiative because we can't

depend on the Town only to organize events to get people downtown. Mayor Vest said the recommendation is to approve Movies on Main with the exception of the August 10<sup>th</sup> date due to the conflict with the Pioneer 5-K race. He informed Mr. Gurley that if he and the race organizers could work something out for that date, he could come back to the Board to revisit that. Mayor Vest said the Board could approve the recommendation as written, and if there is a compromise worked out, it could be brought back for approval. Alderman Callahan made the motion to approve the Special Event Request for Movies on Main, with the exception of the August 10<sup>th</sup> date, for the following dates: July 20, July 27, August 3, August 24, and August 31, 2019, between the hours of 7:00 p.m. to 11:00 p.m., with East Main Street being closed between Fox Street and Courthouse Square, and subject to the Town Attorney's review and acceptance of the Hold-Harmless Agreement and proof of insurance as required. Alderman Dickson seconded the motion and it was duly passed.

The next item for discussion was the Special Event Application request for the 2019 Storytelling Festival. Mayor Vest said his thought is that we are getting to be more successful downtown with the restaurants, and he knows they are going to benefit from the Storytelling Festival. Mayor Vest asked if there has ever been any thought on reserving some parking spots just for people who are not coming to the Festival who need to park to do business downtown, like at Pack-N-Post or to eat at one of the restaurants. He asked if the Town could designate a few parking places behind the Courthouse just for local traffic with a time limit, and maybe the same thing at the Parson's Table lot, to have three or four spaces designated for local businesses. Mayor Vest asked Bob Browning if that is something the Town could accommodate. Mr. Browning said it is possibly something the Town could do at the Parson's Table lot, but we wouldn't have the authority to designate the spaces in the County parking lot behind the Courthouse because it is not Town property. Craig Ford said there is a storytelling tent there also. Alderman Countermine said because of the age of many of the festival attendees, the parking at the Parson's Table lot is for handicapped attendees. Bob Browning said the festival has its largest tent on the Courthouse parking lot. He said one of the problems is that there is not good traffic flow through that lot with the tent where it is. He said there may be a few spaces in there but some of them are designated for handicapped and then you would have to cone it so you could loop it and take a couple of spaces in order to get people turned and back out. Mayor Vest said the Parson's Table lot is really the only one that the Town controls. Mr. Browning said that is really the only one we have authority over. He said they typically use that lot for merchant and handicapped parking. Mayor Vest asked the Aldermen for their thoughts about protecting five or six spaces for local businesses. Alderman Callahan said he could see them designating five or six spaces and putting a 60 minute or 90 minute time limit on them for people wanting to go to Pack-N-Post or Texas Burrito or other downtown businesses. He said we could always designate a towing enforced zone as well. He said he feels it would help alleviate problems because we have people coming to visit the Town who may not necessarily know there is a festival going on that weekend. Mayor Vest asked Alderman Dickson for his thoughts. Alderman Dickson said he completely agrees with the idea of utilizing the Parsons Table lot because it would mainly just be for businesses around Courthouse Square and on Fox Street. Mayor

Vest said they had the recommendation from Mr. Browning and asked if someone could add to the motion to add six parking spaces in the Parsons Table lot for local business traffic. He said that lot is tended so there could be a 90-minute time limit on the spaces. Alderman Callahan made the motion to approve the Special Events Permit application from the International Storytelling Center to hold the National Storytelling Festival October 4 – 6, 2019, with the following street closings: beginning Thursday evening (Oct. 3<sup>rd</sup>) with College Street from Second Avenue to Sabin Drive and Sabin Drive from Boone Street to Oak Hill School closed, allowing only vendors to park between Cherokee Street and First Avenue on one side of College Street; Friday – Sunday (Oct. 4 – 6); Fox Street to 2<sup>nd</sup> Ave closed early Friday morning through Sunday evening, Sabin Avenue, Spring Street from Franklin Avenue to Main Street on Friday and Saturday evenings, and Boone Street to be included in the Festival boundary, with a festival speed limit of 5 mph along with the use of the Visitor Center, Mill Spring Park, Christopher Taylor lot, Parson's Table lot, and front plaza of the MBM Storytelling Hall, and other accommodations as requested, subject to the Town Attorney's review and approval of the Hold-Harmless Agreement and proof of insurance, and to reserve six parking spaces at the Parson's Table parking lot with a 90-minute time limit for local business traffic. Alderman Causey seconded the motion. Alderman Countermine asked to make a comment. He said if we get push back, it is going to be from the merchants. He said having been on the Storytelling Board, with the number of merchants downtown, many of them park in the Parson's Table lot, and now there will be less parking for the business owners. Mayor Vest said hopefully there will enough parking to accommodate the business owners and visitors. The motion was duly passed.

The next item for discussion was the Financial Report. Mayor Vest asked Town Recorder Abbey Miller if there was anything she wanted to report. She said adjustments continue to be made to the 2018-19 fiscal year for revenues and expenses that the Town receives after June 30<sup>th</sup>. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, the motion to approve the Financial Report as presented was made by Alderman Countermine, seconded by Alderman Callahan and duly passed.

Communications from the Mayor was the next item on the agenda. Mayor Vest said Mitch Triplett has retired as the Assistant Water Treatment Plant Director. He thanked Mr. Triplett for all his years of service to the Town, and added that he is sure the door will be open if Mr. Triplett ever wants to come back. Mayor Vest said Jonesborough Days was a great success and thanked the Town staff for their hard work and efforts. He said Brews & Tunes continues to be a great weekly event and thanked Melinda Copp and Cameo Waters for their dedication and hard work on that event. Mayor Vest said due to the hard work of Craig Ford and staff, the new Maintenance Building Facility is looking good and nearing completion. Mayor Vest said that Amber Crumley and staff have wrapped up the fiscal year with approximately \$296,000 in event ticket sales coming through the Visitor Center.



Mayor Vest congratulated Alderman Dickson for his appointment as the first Director at the Langston Centre. Alderman Dickson thanked Mayor Vest and said the Langston Centre will function as a multi-cultural arts center.

Mayor Vest asked Tyler Briggs to come forward to accept the July, 2019, Employee of the Month Award. Mayor Vest read the following nomination letter:

*I would like to address an employee, Tyler Briggs, who began working for the Water Distribution Department in March 2016. During his three years of service within the Water Department he has quickly learned what it takes to excel as a team member, and is a great motivator to his co-workers. He is willing to take on any assignment given to him. Tyler never complains about his work assignments and works hard to complete them in a timely manner. He demonstrates an exceptional work ethic, positive attitude, and a dedication to learning and improving each day. Mr. Brigg works well with other employees and is well respected by his co-workers. Since becoming employed, he has completed several workshops such as: TOSHA Workshop on Silica in General Industry, Flagger/Highway Safety Class, Certification on Excavation Competent Person and OSHA #7410 Managing Excavation Hazards. Tyler is a team player and willing to share his knowledge and experience with new employees entering within the department. His gracious nature and willingness to learn has made him a great asset to the Water Department. Therefore, please consider Tyler Briggs for the employee of the month due to his dedication to the Town's operation of the water system. Submitted by: Mike McCracken, Water Distribution Superintendent*

Mayor Vest asked Tyler Briggs if he had any comments. Mr. Briggs said he greatly appreciates the opportunity to work for the Town and thanked the Mayor and Mike McCracken for his award.

Alderman Communications was the next item on the agenda. Mayor Vest asked the Aldermen if they had any comments. Alderman Causey said she had received numerous compliments for Matt Townsend and the Recreation staff on the great looking landscaping in Town. Alderman Countermine said he would like to say thank you for all the love, thoughts, and prayers that were sent to him and Sandy during his illness; it made a big difference, and he thanked everyone from his heart.

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

Citizen Comments was the next item on the agenda. Mayor Vest asked if there were any citizens who would like to address the Board. Jay Jarman, 410 Hillrise Drive, addressed the Board. Mr. Jarman said he runs on the trail through Town all the way to Wetlands and he appreciates how the bridges are kept up. He said now that the intersection is completed at Persimmon Ridge, he would like to know when a cross-walk will be installed there. Mr. Jarman said there is a cross-walk and signage farther up on Persimmon Ridge, but there is nothing at the new intersection. He said he doesn't think vehicles know to stop for pedestrians, and it is pretty dangerous and he would like to

see a cross-walk and signage installed to notify drivers. Bob Browning asked if Mr. Jarman was referring to Main Street. Mr. Jarman replied that he was, from where the pond is located and across Main Street. Alderman Callahan suggested the Town could have something as in downtown Johnson City with the flashing crossing signs. He said he was driving down Main Street the other day and actually saw someone almost get hit. Mayor Vest said it's not like it is a narrow street; there are several lanes to cross. He said when we put in the cross-walk, we need to make sure traffic is aware of pedestrian crossing.

The only item under Old Business was the second and final reading of an Ordinance re-establishing Section 11-504(2) of the Jonesborough Municipal Code which prohibits Adult Oriented Establishments and Entertainment within the corporate limits of Jonesborough. Mayor Vest asked the Aldermen if they had any comments. There being none, Alderman Dickson made the motion, seconded by Alderman Countermine, to approve on second and final reading an Ordinance re-establishing Section 11-504(2) of the Jonesborough Municipal Code which prohibits Adult Oriented Establishments and Entertainment within the corporate limits of Jonesborough. The motion was duly passed.

### **INSERT ORDINANCE**

The first item under New Business was approval of a Resolution authorizing the Town to participate in the Public Entity Partners (PEP) "Safety Partners" matching grant application for a matching amount of \$2,000. Mayor Vest asked the Aldermen if they had any comments. There being none, Alderman Callahan made the motion to approve the Resolution as presented, seconded by Alderman Causey, and duly passed.

### **INSERT RESOLUTION**

The next item for discussion was first reading of an Ordinance to de-annex a small 20 ft. by 181.14 ft. parcel owned by David and Sue Rowland, now combined with the 29.07 acre Rowland tract on Washington County Tax Map 060. Mayor Vest said the request would have to go to the Jonesborough Planning Commission, which next meets on Tuesday, July 16, 2019, for their approval before being considered for second and final reading by the BMA. He said this is a small parcel and is not a buildable lot. Mayor Vest asked the Aldermen if they had any comments. There being none, Alderman Countermine made the motion, seconded by Alderman Callahan to approve the Ordinance on first reading to de-annex the small parcel of land as presented, and duly passed.

### **INSERT ORDINANCE**

The next item for discussion was approval of the revised Historic Zoning Advertising Standards and Guidelines for the H-1 and H-2 Overlay Zones. Mayor Vest said he appreciates all the hard work Dr. Kennedy and the Historic Zoning Commission do for downtown. He said in Mr. Browning's narrative, he addressed some items to

consider. Mayor Vest asked Mr. Browning to expand on those items. Mr. Browning said there are a couple of issues related to any kind of flexibility in terms of allowing businesses that are open at night to have lighted signage. He said in his narrative to the BMA he asked some questions in terms of what is the definition of a lighted sign and whether or not that was just an internally lit sign or whether or not an externally lit sign is prohibited. Mr. Browning said he feels prohibiting all externally lit signage is a disadvantage to businesses that are trying to stay open at night which is what we are encouraging them to do. He said he totally agrees with the Historic Zoning Commission that we need to be sensitive and not over-done, but he also has a bit of a concern about those business people who are trying to stay open and how people even know they are open. Mr. Browning said a lot of businesses have a light in the front window to advertise what they offer even though they may be closed. He said he does think that is a particular issue and he thinks part of the response from Historic Zoning was in the number of neon open signs that are going on in Town. Mr. Browning said the Commission stated that one of its goals is to reach a balance with signage, and he totally agrees with that. He said he did not necessarily recommend a solution other than asking the Historic Zoning Commission to take a look at this one more time. Mayor Vest said he agrees with that. He said one thought for our Zoning Commission to think about is for the Commission to design a lighted sign, something small that is lighted but is not neon or super bright for businesses to use externally. Mayor Vest said the Commission could work with Foster Signs or Snyder Signs to design a vintage looking "open" sign that would not be intrusive and that would fit with the historic nature of Jonesborough. He said we are renovating the theatre downtown that is going to have a marquee, so maybe there could be some flexibility; if the Commission controls the design of the sign and that is the only sign a business could use externally downtown, that might be a good solution. Bob Browning said he had a question about the use of the portable sandwich board signs; it states in the Commission guidelines that sandwich board signs can be used to indicate a business is open, so his question is if a business places a sandwich board on the sidewalk, does that take the place of the open sign on the building. This could be an issue, especially at night you would think a business would want to have open on a building sign because it will be easier for someone driving by to see that the business is open. He said he felt there needs to be a clarification of whether or not the Commission considers a sandwich board that has "open" on it the only open sign for a business or whether they could put "open" on their door as well. Mr. Browning said in the whole scheme of things, these are not major issues but he is concerned about businesses trying to stay open at night and whether or not the Town is giving them enough support to do that.

Mayor Vest asked Dr. William Kennedy, Chairman of the Historic Zoning Commission, if he would like to speak. Chairman Kennedy said he wanted to thank Bob Browning for the suggestions he sent out in the packet. He said he went through and made notes as to how the Commission responds to those. Mr. Kennedy said he distributed Bob's agenda presentation to all the Historic Zoning Commissioners, and four are present tonight. He said they appreciate Mr. Browning's input and the suggestion that Mayor Vest just made. Chairman Kennedy said they would take the suggestions seriously and have this item on the Historic Zoning Commission agenda at its next meeting on July

25, 2019. Mayor Vest asked the Aldermen if they had any comments. There being none, the motion to approve the revised Historic Zoning Advertising Standards and Guidelines for the H-1 and H-2 Overlay Zones was made by Alderman Dickson, seconded by Alderman Countermine and duly passed.

### **INSERT GUIDELINES**

The next item for discussion was first reading of an Ordinance amending the Beer Ordinance to allow additional on-premise hours for beer breweries. Mayor Vest said reading through this, we have to address the fact that as times have changed, we need to change with them. He said it mostly applies to the Depot Street Brewery that manufactures its own product, and the Board needs to support any Jonesborough manufacturing business, and he certainly agrees with the recommendation. Mayor Vest asked the Aldermen if they had any comments. Alderman Callahan said he thinks it is a good recommendation and congratulated Devon on a great business in downtown Jonesborough. He said Depot Street hasn't had any negative issues to-date, and he doesn't see a problem with this change. Alderman Callahan made the motion to approve on first reading the amendment to the Beer Ordinance as presented, seconded by Alderman Countermine. Mayor Vest read the Ordinance caption, "An Ordinance Amending Jonesborough's Beer Ordinance to Allow Beer Manufacturers Within the Corporate Limits of Jonesborough to Obtain an On-Premise Beer Permit to Sell Their Products with the Hours of Operation the Same as any Establishment in Jonesborough with an On-Premise Beer Permit But Without Mixed Drink Requirements." Mayor Vest asked if there was any further discussion. Alderman Dickson said he was curious as to why there was a different hour requirement initially in the Ordinance. He said he talked with Devon over the weekend and appreciated the time he spent with him. Bob Browning said those are the hours Depot Street Brewery initially requested; they just wanted to stay open 20 hours a week. Alderman Dickson said he understands that times have changed and ownership has changed. Mr. Browning said Depot Street Brewery opened a number of years ago, and since then there has been a lot of competition in craft breweries that have opened up in the area; Depot Street Brewery deserves the opportunity to compete with the other breweries. Alderman Dickson said he did a lot of thinking over the weekend about if extending the brewery hours would be a healthy compromise, but agrees that the craft brewery movement has grown, and he concluded that he doesn't think this change will be detrimental. Mayor Vest said he thinks it levels the playing field between a manufacturer and a retailer which is good. The motion was duly passed.

### **INSERT ORDINANCE**

The next item for discussion was a request from the State of Franklin Condo Home Owner Association for the Town to accept the ownership and responsibility for Old Franklin Place and Landon Trail streets within the development, and to authorize the Town Attorney to review and accept the necessary documentation produced by the State of Franklin Condo Homeowner Association to transfer ownership of the streets and rights-of-way to the Town. Mayor Vest said this is something we commonly do and

asked if the Aldermen had any comments. Mr. Browning said there is a representative from State of Franklin Condos in attendance. Mayor Vest asked the representative if he would like to address the Board. Charles Burrows, Vice-President of the Homeowner Association of State of Franklin Condos, said the biggest concern is the road repairs; because the roads are on private property, repairs are the association's responsibility. He said if the roads are public, then the Town of Jonesborough would be able to maintain them. Bob Browning pointed out, to avoid confusion, that the developer originally requested that the streets remain private, and that is reason they have not been maintained by the Town. He said he pointed out in his agenda presentation that if a request had initially gone to the Planning Commission, the likelihood of the request being approved to make the streets public would have been extremely high at that time. Attorney Wheeler pointed out to Mr. Burrows that what is being done tonight and upon approval by the BMA, is still subject to the State of Franklin Condo Association executing documents to transfer the streets to the Town and those documents will go through his office for approval. He said he just wanted to make sure Mr. Burrows understood that tonight will not be the final step. Bob Browning gave Mr. Burrows a copy of the agenda presentation recommendation. Mayor Vest said he would take a motion to approve the recommendation. Alderman Dickson made the motion for the Town to accept the ownership and responsibility for Old Franklin Place and Landon Trail streets within the State of Franklin Condo development, and to authorize the Town Attorney to review and accept the necessary documentation produced by the State of Franklin Condo Home Owner Association to transfer ownership of the streets and rights-of-way to the Town. The motion was seconded by Alderman Causey and duly passed.

The next item for discussion was first reading of the Fiscal Year 2018-2019 Budget Amendments for the General Fund, Solid Waste Fund, and Drug Fund ending June 30, 2019. Mayor Vest asked the Aldermen if they had any comments. There being none, Alderman Countermine made the motion to approve on first reading the Fiscal Year 2018-2019 Budget Amendments for the General Fund, Solid Waste Fund and Drug Fund, seconded by Alderman Callahan and duly passed.

## **INSERT ORDINANCE**

The next item for discussion was the computer maintenance agreement. Mayor Vest said he thinks this is an opportunity for some savings and after reading through the agenda presentation about an improved relationship with Saratoga Technologies, he asked Bob Browning if he could quantify the amount of savings the Town might realize from this new agreement and how much more beneficial it will be. Bob Browning said as far as the maintenance contract itself is concerned; we are not seeing a tremendous reduction in savings. He said there are a couple of exceptions to that, Saratoga has reduced the types of services that can be billed separately outside of the maintenance contract and the hourly rate for those services has been reduced from \$159 to \$89. Mr. Browning said the maintenance agreement covers over 90 computers and the servers, and he thinks there was a separate contract on the server before. Abbey Miller said the separate agreement is for cloud storage. Mr. Browning said the maintenance agreement also includes firewall and virus protection and email. He said the main

savings in terms of what we are doing with Saratoga is we are eliminating the computer leasing program. He said as the computers come out of lease, we are purchasing them and Saratoga has cut the buyout amount at the end of the lease to less than half, so there is savings there. He said we are using the computers longer and by leasing the computers, it was costing us almost five times more than purchasing them, so we are saving money there. Saratoga has agreed to help in getting three quotes when we need to purchase new computers, and we will purchase from the company with the lowest cost. The Town will pay Saratoga to install the new computers which is covered under the maintenance agreement with Saratoga even if we don't purchase them from Saratoga. Abbey Miller said about two-thirds of the computers that are still under lease will be paid off this current fiscal year and the remaining in each of the next two years. Mr. Browning said it was a convenience when we first started the computer lease program and have been doing this a long time. He said we should have shifted a number of years ago out of that leasing program. Mayor Vest asked if there was a reason why the service agreement has to be for three years. He asked if we could go to two years and is there any flexibility to get out of the agreement if we find it is not working as well as we thought it would. Mr. Browning said we discussed that and he can verify this with Eric Pardue, that if we have a problem with the service that there is flexibility within the wording of the contract that would allow us to cancel it essentially for cause; the cause would be we are not getting the kind of service that we thought we should receive. He said that since all this has come up, the attention to our program and details from Saratoga has improved dramatically. Mr. Browning said he gives Saratoga credit for doing a good job since we have expressed some concerns. He said one of the other things that is in this service agreement is that Saratoga has off-site monitoring of all of our computers and that has been really helpful because they don't have to send a technician out for problems they can fix remotely. Ms. Miller said two weekends ago our big server went down and Saratoga responded immediately; they spent 20 hours over the weekend getting the server back up and running. She said if you look at the contract, if Saratoga has to come out on weekends, they can charge one and a half times their normal rate but they did not charge the Town anything for the twenty hours. Ms. Miller said it is comforting to know when we have a problem like that, we have somebody we can call and know they are going to pay attention to it. Mayor Vest said that is the service we should expect with the kind of money we are paying them. Mayor Vest asked the Aldermen if they had any comments. Alderman Callahan and Alderman Causey said they thought it was great move. Mayor Vest said he appreciated the attention to this program, and we can continue to tweak it in the future if we need to. There being no further comments, Alderman Causey made the motion to approve a thirty-six (36) month "Elite" Computer Maintenance and Protection Services contract with Saratoga. The motion was seconded by Alderman Countermine and duly passed

## **INSERT CONTRACT**

The next item for discussion was approval of the AIA architectural agreement and engineering contract for the Lincoln Park project. Mayor Vest said it looks like we are getting closer to moving forward with this project. Mayor Vest asked the Aldermen if

they had any comments about the Lincoln Park project. Alderman Causey said that staff needs to make sure we do not exceed the cost amount that is in this contract. Mayor Vest said one of the contracts has a not to exceed amount and should that be the same thing for the second contract. Mr. Browning said the amount in the DT Wood Engineering contract is \$8,000, and he will earn that money and that is a low price for the contracted services. He recommended that the engineering contract not be changed. Mayor Vest said there is probably no flexibility there either up or down. Abbey Miller asked the question as to why there would be a possibility that the DT Wood contract could not be paid out of grant funding and that some or all of the contract might have to be paid out of budgeted engineering fees. Bob Browning said it would depend on what we end up paying the architect. Ms. Miller said so there may not be enough in the grant budget to pay both of them. Bob Browning said that is correct. He said if we can get it out of the grant, we will, but it depends on the architect who has already done a lot of the work, so we may exceed the \$22,000 in the engineering and structural design budget in the grant. Mr. Browning said it is also possible for us to amend any line item by a ten percent (10%) figure and everything we can get out of the AIA expenses through the grant budget, we will do. Mayor Vest said if there were no further comments, he would entertain a motion. Alderman Causey made the motion to approve the architectural agreement with Ken Ross for design services associated with the Lincoln Park project and the Local Parks and Recreation Fund (LPRF) grant project, with a cost amount not to exceed \$22,000, to be paid through the grant budget; and approve the engineering agreement with DT Wood Engineering for engineering services associated with the Lincoln Park project for an amount of \$8,000 to be paid from grant funding or the engineering line item in the General Administration budget. The motion was seconded by Alderman Callahan and duly passed.

## **INSERT CONTRACTS**

The next item for discussion was approval of the purchase of a used 2009 Air Burner S-116 Air Curtain Burner Unit for the Solid Waste Department for an amount not to exceed \$28,000 and subject to the on-site review of the unit when a truck is sent to transport it to Jonesborough. Mayor Vest said we would call it the “green monster,” and it sounds like a good deal. Alderman Callahan asked if the Police Department could use the unit to get rid of confiscated items. Craig Ford said because of chain of custody and other issues involved, we don’t incinerate confiscated items ourselves. Mr. Ford said we transport items to Eastman for incineration. Mayor Vest asked if there were any further comments. There being none, Alderman Counterline made the motion to approve the purchase of a used 2009 Air Burner S-116 Air Curtain Burner Unit for an amount not to exceed \$28,000, with funds coming from the Solid Waste Equipment Reserve funds and subject to the on-site review of the unit when a truck is sent to transport it to Jonesborough. Alderman Dickson seconded the motion, and it was duly passed.

The next item for discussion was a request by property owners for the Town to take ownership and maintenance of a downtown alleyway between East Main Street and the patio area in the rear of 119 East Main Street. Mayor Vest said he was in favor

of the Town taking ownership of the alleyway, and Alderman Countermine agreed. Mayor Vest asked the Aldermen if they had any comments. There being none, Alderman Countermine made the motion to authorize staff and the Town Attorney to work with property owners adjacent to or actively utilizing the alley from E. Main Street alongside the David Hawkins property for rear building access for the purpose of developing a mutually agreed upon plan involving parking, building access, fire protection, lighting, etc. as a condition of the Town taking an active role in short term improvements to the alley and long-term alley maintenance. The motion was seconded by Alderman Causey and duly passed.

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

---

ABBAY MILLER, RECORDER

---

CHUCK VEST, MAYOR