

BOARD OF MAYOR AND ALDERMEN  
PUBLIC HEARING – CALLED MEETING

JULY 29, 2025

The Board of Mayor and Aldermen (BMA) met in a Public Hearing - Called Session on Tuesday, July 29, 2025, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Kelly Wolfe called the meeting to order. Alderman Dickson led the group in an opening Prayer, and Mayor Wolfe led the pledge to the Flag.

Upon call of the roll those present were: Mayor Kelly Wolfe, Alderman Virginia Causey, Alderman Terry Countermine, and Alderman Adam Dickson. Also present were: Town Administrator Glenn Rosenoff, Town Recorder Janet Jennings, Operations Manager Craig Ford, and Town Attorney Jim Wheeler.

Mayor Wolfe said there will be a General Public Hearing of the four items as listed:

1. Ordinance Amending the Jonesborough Municipal Code Title 4, Chapter 1 Sections 4-105 and 4-106, Building Codes
2. Ordinance of the Town of Jonesborough adopting the annual General Fund, Solid Waste Fund, Jackson Theatre Fund and Drug Enforcement Fund, Debt Service Fund and Capital Project Fund Budgets and Establishing the Property Tax Rate for the Fiscal Year beginning July 1, 2025 and ending June 30, 2026
3. Ordinance Setting the Garbage Collection Fees Within the Town of Jonesborough for FY25-26
4. Ordinance Establishing Water and Sewer Rates to Provide the Necessary Funds for the Operation, Maintenance and the Debt Service of the Jonesborough Water and Sewer Systems for FY25-26

Mayor Wolfe opened up Public Comments and announced that comments would be limited to three (3) minutes. Mayor Wolfe said under the Rules of Decorum public comments will not be used to air personal grievances, make political endorsements, or for political campaign purposes, anger, rudeness, ridicule, obscene or profane language, impatience, and lack of respect for others and personal attacks are not acceptable behavior. Mayor Wolfe asked if there were any citizens present that would like to comment at this time. The following citizens commented:

1. Carolyn Walsh, 229 Sweet Grass Lane, Jonesborough, TN, expressed her concerns regarding the proposed connector road in the Meadows Subdivision and residents in the subdivision are not in favor of it, construction trucks cutting through the subdivision and the paving of the streets in the subdivision. Mayor Wolfe thanked Carolyn Walsh for her comments.
2. Dana Helvey, 100 East Woodrow, Jonesborough, TN, expressed concern about the proposed property tax increase, about the Town having a Master Plan; and spoke regarding vision, love and family, and the possibility of a freeze on property taxes for 20 year residents. Mayor Wolfe thanked Dana Helvey for his comments.
3. Dona Lewis, 116 Franklin Avenue, Jonesborough, TN, spoke regarding turning Franklin Ave into a one-way street. Ms. Lewis said they are in favor of trying it, as long as they can park on the street. Mayor Wolfe thanked Dona Lewis for her comments.
4. Chase Blazer, 302 Bethany Drive, Jonesborough, TN, spoke against the proposed property tax increase and proposed budget, there is a lack of transparency and communication and asked for the Board for clearer intentions regarding the budget and changes that come with approval. Mayor Wolfe thanked Chase Blazer for his comments.
5. Craig Eustice, 881 Barley Loop, Jonesborough, TN, spoke against the proposed property tax increase, there needs to be improvement on the growth of the town, and not in favor of the proposed connector road in the Meadows. Mayor Wolfe thanked Craig Eustice for his comments.
6. Irene Mitchell, 535 West College Street, Jonesborough, TN, spoke against the proposed property tax increase and the water/sewer rate increase. Mayor Wolfe thanked Irene Mitchell for her comments.
7. William Waters, 25 Thistledown Court, Jonesborough, TN, expressed his concerns on the proposed connector road in the Meadows Subdivision, regarding the flood plain, the wildlife in the area, and questioned the real purpose of the connector road. Mayor Wolfe thanked William Waters for his comments.
8. Brandon Crussell, 233 New Hope Road, Jonesborough, TN, expressed his opposition to the proposed property tax increase and the connector road in the Meadows Subdivision, and the need for a plan for sidewalks and road improvements. Mayor Wolfe thanked Brandon Crussell for his comments.
9. Jorge Ponce, 662 Barley Loop, Jonesborough, TN, expressed his concerns about the connector road in the Meadows Subdivision; and the Ben Gamble Road intersection needs to be improved. Mayor Wolfe thanked Jorge Ponce for his comments.

10. Nicholas Santiago, 511 West Main Street, Jonesborough, TN, expressed that the proposed 28% property tax increase is too high; and said he appreciates the new black trash tote that he received but it is half the size of the old one. Mayor Wolfe thanks Nichols Santiago for his comments.

The next item on the agenda was consideration of making Franklin Avenue One-Way North. After installing sidewalks on Franklin Avenue, it became evident very quickly that the street was not wide enough to accommodate two-way traffic and allow on-street parking. There are two solutions to consider regarding on-street parking. The first solution would be to do nothing, vehicles could park on the west side of the street, in front of the homes, and parking would be prohibited on the east side of the street. There are only three homes on this street, and all are on the west side of the street. A vehicle traveling south down the west side of the street may have to wait for oncoming traffic to pass, similar to a subdivision. Once the vehicle passed, the vehicle could then just drive around the parked vehicle. The second solution would be to make Franklin Avenue a "one-way" street. Due to making a section of Spring Street one way, Franklin Avenue would have to be one way north, toward Main Street. The reason for this is the traffic coming into Jonesborough on Spring would have to turn right and proceed up Franklin. There are issues in making Franklin Avenue one-way. Residents returning home would have to drive around the block to return. They would no longer be able to travel south on Franklin, which would require them to drive around the block. Franklin Avenue averages 19 and-a-half feet in width, and at its narrowest point, it's 18 and-a-half feet. The recommendation from Operations Manager Craig Ford is to maintain Franklin Avenue in its current state as a two-way street; allow on-street parking on the west side of the street and prohibit on-street parking on the east side of the street; and allow staff to monitor Franklin Avenue and if it becomes apparent additional steps are needed, return to the Board of Mayor and Alderman with recommendation(s). Mayor Wolfe asked the Aldermen if they had any questions or comments. Alderman Countermine asked Operations Manager Craig Ford for his opinion on Franklin Ave being a two-way or one-way street. Craig Ford said he feels that in making Spring Street one-way will reduce traffic on Franklin Ave. With there being no further discussion, Mayor Wolfe called for a motion. Alderman Countermine made the motion to approve maintaining Franklin Avenue in its current state as a two-way street. Allow on-street parking on the west side of the street and prohibit on-street parking on the east side of the street. Allow staff to monitor Franklin Avenue and if it becomes apparent additional steps are needed, return to the Board of Mayor and Alderman with recommendation(s). Alderman Causey seconded the motion and it was duly passed.

The next item on the agenda was the adoption of the Employee Performance Evaluation Policy, including the format provided, with the goal of evaluating all employees within the next 60 days, and then going forward on their anniversary date. New employees will be evaluated at 3 months and 6 months then move to an annual review. The Director of Human Resources will work with each Department Director to help them understand the proper way to do performance evaluations; will create a system to remind Directors of when evaluations are due; and will communicate the policy to employees in a positive, timely manner. Mayor Wolfe thanked Michelle

Stewart, Director of Human Resources, for her hard work on the employee evaluation form. Mayor Wolfe asked the Aldermen if they had any questions or comments. Alderman Dickson said he is very pleased to see this evaluation form; and asked that a 360 Review be looked at of employees evaluating their Supervisors. With there being no further discussion, Mayor Wolfe called for a motion. Alderman Dickson made the motion to approve the Employee Performance Evaluation Policy, including the format provided, as presented, and including the 360 Review. Alderman Countermine seconded the motion and it was duly passed.

The next item on the agenda was second and final reading of an Ordinance amending Jonesborough Municipal Code Title 4, Chapter 1, Sections 4-105 and 4-106 Building Codes. Mayor Wolfe asked Town Administrator Glenn Rosenoff to address the Ordinance amendment. Glenn Rosenoff said that he and Building Inspector Kevin Fair have been discussing the two subject matters that are represented in the ordinance amendment attached. (1) Building Valuation Data - the issue the town faces on occasion whereby the value of a project for permitting appears underestimated. Other communities/jurisdictions around us have included the International Code Council Building Valuation Data (BVD), which represents average valuations for most buildings. In conjunction with the International Building Code (IBC) Section 109.3, this data is offered as an aid for the building official to determine if the permit valuation is underestimated. The BVD is updated at six-month intervals. Should issues arise concerning underestimated permit-related valuations, the Town of Jonesborough reserves the right to charge based on the most current ICC Building Valuation Data. The current BVD Table is attached along with an ordinance amendment adding this verbiage to our municipal code. (2) Plan Review Fees - In addition to the BVD, Staff reviewed current plan review fees and have added the amendments to the same ordinance containing the BVD verbiage (see attached). With our unprecedented growth, the expectation for staff to make reviews and make quick decisions has not reduced, it has heightened. There are many background factors in staff review, providing comments, corrections, due process recommendations, and finally many of the actions appear before the Planning Commission to be voted upon. The level of building and planning related matters have seen unprecedented levels, the same as we know already about our population increases. Staff believe the proposal on fee structure is reasonable for the town to implement upon adoption of the proposed ordinance amendment. Glenn Rosenoff said staff is recommending approval of the attached ordinance amending Title 4, Chapter 1, Building Code, Sections 4-105 and 4-106 to include the addition of Building Valuation Data and amending the Plan Review Fees. Mayor Wolfe asked the Aldermen if they had any comments or questions. With there being none, Alderman Causey made the motion to approve on second and final reading the Ordinance amending Title 4, Chapter 1, Building Code, Sections 4-105 and 4-106 to include the addition of Building Valuation Data and amending the Plan Review Fees, as presented. Alderman Countermine seconded the motion and it was duly passed.

**INSERT ORDINANCE**

The next item on the agenda was second and final reading of an Ordinance of the Town of Jonesborough, Tennessee Adopting the Annual General Fund, Solid Waste Fund, Jackson Theatre Fund, Drug Enforcement Fund, Debt Service Fund and Capital Project Fund Budgets and Establishing the Property Tax Rate for the Fiscal Year July 1, 2025 through June 30, 2026. Mayor Wolfe said the FY25-26 budget process began back in April. Mayor Wolfe said the last time a tax increase was imposed on the town was right after COVID-19; and he understands the decisions regarding the budget affect the citizens of the Town. He said there is a 3% pay increase for employees because they have to live and eat and raise their families. Mayor Wolfe said he feels the main circumstance is that everyone really cares about what our end product is and the Board knows their action affect the citizens of the town, and they want to find the best balance of those actions to where we are meeting the needs of the community while keeping taxes as low as possible. Mayor Wolfe asked the Aldermen if they had any questions or comments. Alderman Dickson said Jonesborough is a special place and he is very glad to see everyone at the meeting tonight expressing their opinions. Alderman Dickson said listening is important and in regard to the proposed tax increase he understands the concerns of the citizens. Alderman Dickson said he feels there is a lack of a plan in regards to the proposed connector road between New Hope Road and Hwy 11-E; and what has been presented to the public and what has been latched onto by the public is just a PR debacle. He said to his knowledge there is no such plan, there is no such actual immediate solution. Alderman Dickson said we have to listen to the residents in the Meadows Subdivision and nearby neighborhoods in that area about the situation and he feels that everyone would agree is a real situation. Alderman Countermine said he agreed with Alderman Dickson on the connector road that it needs to be studied and more communication is needed with the residents in that area. Alderman Countermine said the in the beginning budget process there was a one million deficit and a lot of things were left out of the budget. Alderman Countermine said the Town provides great services such as the Senior Center and the McKinney Center to a broad range of people from all walks of life and they are not cheap to operate. Alderman Causey said she has lived on College Street for 57 years, and is now a widow on a fixed income and it is hard for her to go for a big tax increase; and she also respects the decisions of the other two Aldermen. With there being no further discussion, Mayor Wolfe called for a motion. Alderman Dickson made the motion to approve on second and final reading the Ordinance of the Town of Jonesborough, Tennessee Adopting the Annual General Fund, Solid Waste Fund, Jackson Theatre Fund, Drug Enforcement Fund, Debt Service Fund and Capital Project Fund Budgets and Establishing the Property Tax Rate for the Fiscal Year July 1, 2025 through June 30, 2026, and that there is engagement with the residents of the Meadows Subdivision regarding the proposed connector road. Alderman Countermine seconded the motion. Upon call of the roll, the following Aldermen voted Aye: Alderman Dickson and Alderman Countermine. Aldermen voting Nay: Alderman Causey. The motion carried.

## **INSERT ORDINANCE**

The next item on the agenda was second and final reading of an Ordinance Setting the Garbage Collection Fees within the Town of Jonesborough. Mayor Wolfe

asked the Aldermen if they had any comments or questions. With there being none, Alderman Countermine made the motion to approve on second and final reading the Ordinance Setting the Garbage Collection Fees within the Town of Jonesborough. Alderman Dickson seconded the motion. Upon call of the roll the following Aldermen voted Aye: Alderman Countermine and Alderman Dickson. Aldermen voting Nay: Alderman Causey. The motion carried.

### **INSERT ORDINANCE**

The next item on the agenda was second and final reading of an Ordinance Establishing Water and Sewer Rates to Provide the Necessary Funds for the Operation, Maintenance and the Debt Service of the Jonesborough Water and Sewer Systems. Mayor Wolfe asked the Aldermen if they had any comments or questions. With there being none, Alderman Countermine made the motion to approve on second and final reading the Ordinance Establishing Water and Sewer Rates to Provide the Necessary Funds for the Operation, Maintenance and the Debt Service of the Jonesborough Water and Sewer Systems. Alderman Dickson seconded the motion. Upon call of the roll the following Aldermen voted Aye: Alderman Countermine and Alderman Dickson. Aldermen voting Nay: Alderman Causey. The motion carried.

### **INSERT ORDINANCE**

The next item on the agenda was approval of a Resolution Adopting new Water and Sewer Tap Fees and Services for the Town of Jonesborough. Mayor Wolfe asked the Aldermen if they had any comments or questions. With there being none, Alderman Causey made the motion to approve the Resolution Adopting new Water and Sewer Tap Fees and Services for the Town of Jonesborough. Alderman Dickson seconded the motion and it was duly passed.

### **INSERT RESOLUTION**

The next item on the agenda was approval of the Employee Compensation Plan for Fiscal Year 2025-2026. Mayor Wolfe asked the Aldermen if they had any comments or questions. With there being none, Alderman Countermine made the motion to approve the Employee Compensation Plan for Fiscal Year 2025-2026, as presented. Alderman Causey seconded the motion and it was duly passed.

### **INSERT COMPENSATION PLAN**

The next item on the agenda was first reading of an Ordinance Amending the Fiscal Year 2024-2025 Budget for the General Fund, Jackson Theatre Fund and Drug Enforcement Fund. Mayor Wolfe asked the Aldermen if they had any comments or questions. With there being none, Alderman Causey made the motion to approve on first reading an Ordinance Amending the Fiscal Year 2024-2025 Budget for the General Fund, Jackson Theatre Fund and Drug Enforcement Fund, as presented. Alderman Countermine seconded the motion and it was duly passed.

## **INSERT ORDINANCE**

The next item on the agenda was approval of a Resolution Expressing Official Intent that Certain Expenditures to be Incurred in Connection with Certain Public Works Projects for the Town, and Related Expenditures be Reimbursed from Proceeds of Notes, Bonds, or Other Indebtedness to be Issued by the Town of Jonesborough, Tennessee. The Resolution establishes the official intent of the Board of Mayor and Aldermen to reimburse the funds of the Town or other accounts for project expenses incurred before the financing for FY26 Capital Projects and Equipment are secured. The Resolution facilitates effective financial management and project funding. Mayor Wolfe asked the Aldermen if they had any comments or questions. With there being none, Alderman Dickson made the motion to approve Resolution No. 2025-15, establishing the official intent of the Board of Mayor and Aldermen to reimburse the funds of the town or other accounts for project expenses incurred before the financing for FY26 Capital Projects and Equipment are secured. Alderman Causey seconded the motion and it was duly passed.

## **INSERT RESOLUTION**

There being no further business the meeting was duly adjourned.

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JANET JENNINGS, RECORDER

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KELLY WOLFE, MAYOR