

BOARD OF MAYOR AND ALDERMEN

BEER BOARD

AUGUST 10, 2015

The Board of Mayor and Aldermen (BMA) met as the Beer Board on Monday, August 10, 2015, at 7:00 p.m. at Town Hall, 123 Boone Street, Jonesborough, TN.

The only item for consideration was the application for a retail off-premise beer permit from Pramod Pandit, dba Quick Shop, 905 East Jackson Blvd, Jonesborough, TN. Mayor Wolfe said the background check is not back and any action would need to be subject to the background check being received. Mr. Browning said background checks can take from two days to a week and a half. Attorney Wheeler said the motion should include that the Town Administrator be satisfied with the background check. Motion was made by Alderman Countermine, seconded by Alderman Vest, and duly passed to approve the off-premise Beer Permit for Quick Shop Market at 905 E. Jackson Blvd., in Jonesborough, TN, subject to the completion of the background check and Town Administrator Bob Browning's approval.

There being no further business the meeting was adjourned.

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ABBEY MILLER, RECORDER

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KELLY WOLFE, MAYOR

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

AUGUST 10, 2015

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Monday, August 10, 2015, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Kelly Wolfe called the Public Hearing to order and stated that the only item on the Public Hearing agenda was the Ordinance amending the FY 2014-15 budgets for the General Fund, Solid Waste Fund, and Drug Fund. There were no comments.

There being no further business the Public Hearing was adjourned.

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ABBEY MILLER, RECORDER

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KELLY WOLFE, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

AUGUST 10, 2015

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, August 10, 2015, at 7:00 p.m. at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Kelly Wolfe called the meeting to order. Pastor Ed Wolff led the group in an opening Prayer and Lester Lattney led the pledge to the Flag.

Upon call of the roll those present were: Mayor Kelly Wolfe, Alderman Terry Countermine, Alderman Adam Dickson, Alderman David Sell, and Alderman Chuck Vest. 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 Wolfe asked if there were any items that the Aldermen wished to have pulled from the Consent Agenda. There were none. Mayor Wolfe said there are new job descriptions for the Water Distribution Department. He said with the unfortunate passing of Mark Arwood there has been a reorganization of some positions in that department; there has been a two man team at the top for a while and the recommendation is to expand this by one position. He applauded Mr. Ford, Mr. Browning and Mr. McCracken for their work on this recommendation. He said our Jonesborough Water Department is committed to customer service as evidenced by how Mr. McCracken and his crew respond to customer needs. He said he would like some language included in these new job descriptions that expresses Jonesborough's long time commitment to customer service in the Water Department and a desire to see the employees in these positions act as good representatives of the Town of Jonesborough in terms of their helpfulness, kindness, and efficiency in their service to water customers. He said Mike McCracken will leave a legacy when he leaves his position and we want whoever takes his place to continue the good customer relationships Mr. McCracken has established. Mr. Ford said he will amend the job descriptions and bring them back for Board approval in September. Motion was made by Alderman Dickson, seconded by Alderman Vest, and duly passed to approve the Consent Agenda as presented.

1. Approval of the Minutes of the June 8, 2015, Regular Meeting, and the June 18 and June 29, 2015 Called Meetings.
2. Approval of the following July bills for payment:

<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
79107-79174 AP	85,952.80		
79175-79190 AP	7,658.59		
79191-Rainey Construction	22,230.00		
79192-79277 AP	64,800.60		
79278-Rainey Construction	9,718.50		
79279-79296 AP	25,075.50		
72997-79328 AP	47,650.28		
79329-79342 AP	31,291.10		
79343-79357 AP	8,528.15		
79358-79370 AP	12,628.80		
79371-79372 AP	3,549.30		
79373-79390 AP	23,167.79		
79391-79422 AP	9,531.75		
79423-Michael Beard	2,287.50		
79424-79425 AP	2,000.00		
79726-79432 AP	2,175.00		
79433-Inspire Business	61,317.00		
	<b>\$419,562.66</b>		
53306-53325 AP		64,361.50 July	
53326-53330 AP		4,951.58 July	
53331-53361 AP		43,382.92 June	

53362-53367 AP		28,030.55 July	
53368-53380 AP		34,109.57 June	
53381-53390 AP		15,729.64 June	
<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
53391-53393 AP		1,366.15 July	
53394-53396 AP		1,291.85 July	
53397-53401 AP		6,840.49 June	
53402-53407 AP		1,507.59 July	
53408 (No Check by that #)		0.00	
53409-Jonesborough Post Master		3,500.00 July	
		<b>\$204,621.84</b>	

<b>Sanitation</b>		
6757-6763 AP		7,989.19
July		
6764-6765 AP		66.35
July		
6766-6776 AP		5,538.96
June		
6774-6775 AP		296.09
July		
6776-6778 AP		7,253.28
June		
6779-6780 AP		113.97
July		
6781-Cody Cassell		40.00
July		
6782—Moilabs		18.00
June		
		<b>\$21,315.84</b>

3. Approval of the following Town Administrator Report:

**Wastewater Improvements**

Cobern Rasnick is moving ahead with additional improvements at the WWTP that are being funded through the remaining Rural Development grant dollars (\$110,000) from the Wastewater Improvement Project. When the project was complete, these unused grant funds were going to be put back into the “pool”, but we petitioned RD for use of the funds to fence the complex, change our chlorination process, and create a parking-office/parts room area inside the new fencing in order to secure our materials, equipment and vehicles. We received approval from Rural Development to use these funds for the purpose, so Cobern is in progress of changing over our disinfection process from chlorine gas, which is very dangerous, to a hypochlorite liquid solution that is just as effective but much less dangerous. The tank is being installed and Cobern is close to being able to change over to the new disinfection system.

The fencing has been bid and this item is on the agenda for the BMA meeting. The Wastewater Crew has done a lot of the grading necessary to be able to construct a smooth fence line. If approved by the BMA, Cobern will meet with the fence contractor to go over any additional preparation that may be needed. The gates bid are not automatic. We are looking into a card swipe system, and we will be pricing out this system ASAP. Vendors like Fleenor Security deal with these gate openers, so we want to price it separately from the fence installation.

Cobern will be grading out areas for parking and building construction. However, we will need a place to take some of the dirt.

We received notice this week that we are officially and successfully closed out with the EDA (Economic Development Administration – federal) portion of the Wastewater Improvement Project, which was a \$1,000,000 grant.

Ashley Meadows Sewer – We are still working through the court process.

David Crockett H.S. Package Plant – We have received no notice on the status of Washington County's application.

Note: Cobern has been working with me and Jim Wheeler on some revisions to the Town's Sewer Use Ordinance that deal with the authority to enforce pre-treatment requirements with industries in Washington County. Mr. Rasnick has been very proactive in addressing some expectations from TDEC that apparently have been sitting for too long. He is doing a great job.

## **Water**

Water Loss – Mike McCracken and Ben Grizzle went down to GRW in Knoxville last week, and went over Zone 3 improvements for most the day. They resolved any final concerns about the Zone 3 improvement plan. We will be moving forward to implement these improvements in the near future.

Water Plant/Rock House Road Pump – The variable drive pump at the Rock House Road booster station is now back in operation and is operating well. Jonathon Lucas, the new Water Treatment Plant Director, will be working with GRW Engineering to look at putting a third pump in this pump station. Mr. Lucas is working on a plan to put one of the 1350 gpm pumps at the Water Treatment Plant back in action. The pump was shorted out when the pump room flooded, and I did not know it was still down until last week. We have two operating pumps, but we need that third pump back in operation.

By-Products/Algae – Jonathon Lucas is evaluating a plan to use an algaecide when we have algae issues like we have had in the spring the last two years. We have had algae issues in the past during the hottest months like August when the Nolichucky is real clear. We do not know why the problems have shifted to spring, and Jonathan is looking into any changes in the up-stream condition of the river. We have been feeding carbon at the intake wet-well which has helped us reduce any impact in taste and odor from algae, and that has worked well. We need to look at going to a different carbon feed system if we need to use it all the time, which is possible.

Note: Jonathon Lucas has also been doing an excellent job. He was very proactive in getting his operator certification changed over from Kentucky to Tennessee, and he had that taken care of and his certification delivered to the local TDEC field office his first week. He, Mike Jackson and I met for a couple of hours to discuss the system, and that went very well.

## **Transportation**

Persimmon Ridge Rd & Shell Road – The grading near the intersection is complete and we have sown down the remaining slopes in that area. There are a couple of poles that will eventually need to be moved along W. Main Street, but we need to talk to TDOT before we ask the Power Board to make any changes. Nathan Vatter, TDOT Traffic Engineer in Knoxville, is coming into Jonesborough August 27<sup>th</sup> to meet with us about Persimmon Ridge & W. Main Street. TDOT has sent in a survey crew this week to collect new grade elevations to use in their intersection project. TDOT is working on their environmental review. They expect to go through their design process in 2016, and bid improvements out in 2017.

We have more work to do on Shell Road to better define the ditchlines and to make sure we have the street width we intended. We have to pave the new drive going up the hill, and stabilize the slope and ditchline associated with that driveway. We also have to remove the top of a stormwater manhole near the intersection of Shell Road and Persimmon Ridge Road, and then make sure stormwater flows go to this manhole after final grading and stabilization. We will get back to Shell Road after the Street crew finishes Senior Center related work.

Woodrow Ave/2<sup>nd</sup> Ave – Status has not changed.

Jackson Blvd/SR-354 – Status has not changed.

W. Jackson Medians - Status has not changed. Nathan Vatter of TDOT will be meeting with us on August 27<sup>th</sup> to discuss median/improvement issues on US-11E at N. Cherokee and Smith Lane. He will also attend the Traffic Advisory Committee meeting.

Speed Tables – A recommendation for a second new speed table on Spring Street will be discussed by the Traffic Advisory Committee at its meeting in August. The speed table recommendations from the TAC will be on the BMA agenda for the September meeting. We will not be able to install any speed tables until this fall because of the heavy schedule.

US-11E at Valley Equipment – TDOT is undertaking a median improvement project on US-11E from our eastern city limits to Claude Simmons Road along Valley Equipment. This stretch of highway is not in our city limits, but is in our urban growth boundary. We have been sent a utility plan to review, and staff is currently reviewing those plans.

## **Grants**

LPRF Walkway/Playground Grant – Grounds-For-Play is supposed to be at Golden Oak Park Monday to fix some of the equipment. When successfully complete, we can close out the project, and get our final reimbursement.

Safe Routes to School – Another set of revised plans will be sent to TDOT the first of next week. We have used some engineering assistance from Mattern and Craig to try to figure out what additional information the TDOT design reviewer needs in order for us to get design approval so we can continue with the project. If we do not succeed this time, I will go to Nashville to meet with the Assistant Commissioner to get help on clearing the review process. Right now it is very frustrating.

T-21 Walkway Grant – We have finally worked though the 2<sup>nd</sup> Ave railroad signalization issue. This is a \$250,000 project and we thought we had it funded at 100%. After going back and forth with TDOT, we got it resolved, and we are going to have to pay a little over \$7,000 in matching funds. That is a lot better than the \$50,000 we were looking at last month. TDOT has asked Washington to obligate the walkway funds, and when they notify us we will bid out the project.

Note: Norfolk-Southern has scheduled to start the 2<sup>nd</sup> Ave gated signal project beginning August 26<sup>th</sup>. Our staff has been notified to help with any closing of 2<sup>nd</sup> Ave.

## **Jackson Theatre**

We submitted an application to the TN Department of Economic and Community Development for a \$100,000 CDBG Façade Grant that would allow us to renovate the front of the Jackson Theatre. I have previously sent the BMA

schematics showing the proposed improvements. We have not received any notification on the application.

We are working on information to submit to the Tennessee Historical Commission on façade improvements with the Jackson Theatre. Also John Jacobs, the structural engineer, is working on a structural plan for improvements we can initiate with the inmate crew when we get out of the Senior Center.

We cleared the 30 day RD environmental notice, and a certification of no response was sent to Rural Development in Nashville. It is my understanding that the notice was the last hurdle in the way of Rural Development obligating project funds.

### **Senior Center**

The revised schedules for completion is now the end of September. The Bonding Company has now taken over the financial responsibility for the project, and they have installed Larry Calloway as a construction consultant. Calloway Construction built Town Hall, and Larry Calloway is very competent. Craig Ford, Rachel Conger and our staff will put in more plant material in the ground at the Center next week. We can't do any more along Main Street until Rainey Contracting gets out of the way, but Craig will have our staff work on the patio area next week, weather permitting.

We have been working on a stormwater agreement with New Halifax, and the proposed agreement is on the BMA agenda this month.

Furnishings, kitchen and exercise equipment have all been bid, and bid recommendations are also on the Board agenda this month. These furnishings and equipment should come in around mid-September.

Sidewalks in the front of the building (away from Main Street) have been poured. Craig Ford is waiting for the contractor to complete exterior work on both sides of the building.

### **Chuckey Depot**

Craig and the Carter County Work Camp Crew are completing the roof construction. They expect to have the roof complete with tar paper by the end of next week. Then the crew intends to shift to the Senior Center. While the Work Camp Crew is at the Senior Center, we will work on contracting metal shingle installation on the roof and electrical work. We have a 10 ton HVAC unit in good shape and Raymond Yoakley will work on getting that installed.

### **Model Railroad Museum**

I have a meeting with ETSU President Brian Noland next Thursday to discuss the Model Railroad Museum project.

### **Jonesborough K-8 School**

Discussion is on-going among the County Commissioners on what direction to take next.

### **Committee Meetings**

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

4. Approval of the following Operations Manager Report:

The month of July was a very difficult month for me. We lost the prison work crew for a little over two weeks due to a prison lock-down. We have the crew back now.

I will start with the senior center. I attended three of the four progress meetings for the month of July. The binder coat of asphalt is completed, as well as, the curbing. The sidewalks have been completed on the west side of the building, the north side of the building, and the northwest front of the building. We had to remove the asphalt at the entrance to the building because there was not enough slope, (or fall), to allow for drainage away from the building. I also have to re-design the northeast and northwest sections of sidewalk to allow for proper drainage away from the building as well.

Some of the trees have been planted. We are scheduled to complete a second round of landscaping on Wednesday, August 12<sup>th</sup>. Once this is completed, I will not be able to continue with any more sidewalk pours or landscaping until the exterior fire line is installed and Rainey Construction completes their work on the south side of the building.

The Street Department crew installed the final drains to the southeast pond to specifications and the pond was not deep enough. This drainage plan had to be re-designed and the Street Department is near completion on it.

I had several meetings this month with Metro Communications out of Knoxville. This is the company that will be installing our new radio system. I am now awaiting the final proposal from them to complete the contract. The new radio fees charged by Johnson City went into effect on July 01 and I have been pushing to get this project completed as quickly as possible.

Bobby Oliver and his staff, along with the County inmate crew, cleared the Maple Lawn Water Tank site in preparation for the radio system. They did an excellent job and I have received several positive comments from individuals who have family members buried in the cemetery.

Once this was completed, we learned that the underground power to the site had a dead short and we had to run new underground. This task was completed by Water Distribution. They did an outstanding job as well and completed the 1,000-foot underground installation in just one day. I have also completed constructing the radio equipment building on the site. I will have to pour a pad for the generator and the final wiring will have to be completed, but we are well ahead of schedule for Metro Communications

I had forgotten to sew the grass at the intersection of Persimmon Ridge and Main Street once Baker Construction finished the grade work. You requested Water Distribution complete this task and they did a really good job with this project. It made a tremendous difference at this intersection. We still have some work to complete at this site. It will be completed prior to paving.

Very little work was completed on the Train Depot project this month. The Prison is back to work now and I anticipate having this completely in the dry by August 13. Once the Depot is in the dry, I will move the prison crew to begin completion of the lower level of the Senior Center. We are scheduled to begin there on August 17.

While we are working at the Senior Center, I will take care of the contract work at the Train Depot. We will be hiring private contractors to lay the brick foundation, install the metal shingle roof, install the guttering, and complete the electrical installation. Raymond Yoakley will also install the HVAC system at that time. This will allow work to progress on the Depot while we are away at the senior

center. It works out very well because the prison does not want their inmates working with private contractors on a job site.

I attended several meetings this month with Mary Sanger regarding computers and fitness equipment at the Senior Center. Alderman Countermine assisted us with the computer system quotes and has helped us save money over what had been initially proposed.

5. Approval of the following Committee Reports: Traffic Advisory Committee, Jonesborough Repertory Theatre Board of Directors, Jonesborough Board of Zoning Appeals, and Jonesborough Planning Commission.
6. Approval of the following Supervisor Reports: Visitor Center Manager, Director of Tourism and Marketing, Water Distribution, Building Inspector, Street Department, Animal Control, Park and Recreation, Solid Waste and Recycle, Fire Department, Police Department, Senior Center, Water Park, Fleet Management, McKinney Center, Environmental Services, Event Coordinator, Water Plant, and JRT Artistic Director.
7. Approval of the hiring of Deborah Moore as Senior Center Program Specialist at Grade 2 Step 1 (\$22,381) subject to all pre-employment conditions.
8. Approval of the positions and the position descriptions for an Assistant Water Distribution Superintendent, Water System Coordinator, and Water Quality Specialist in the Water Distribution Department at the compensation levels recommended with amendments to be brought back to the BMA in September.
9. Approval of the promotion of Ben Grizzle to Assistant Water Distribution Superintendent at Grade 12 Step 4 (\$39,836).
10. Approval to advertise the positions of Water System Coordinator and Water Quality Specialist with a recommendation on a Water Distribution budget revision funding the Grade 8 position to be submitted to the BMA at the September meeting.
11. Approval of the low bid meeting all specification from Inspire Business Interiors of \$122,633.14 for the purchase, delivery, and any assembly of furnishings for the new Senior Center in Jonesborough, to be paid from Senior Center reserve funds.
12. Approval of the low bid from Douglas Equipment Company for kitchen equipment at the new Senior Center, as designated in the recommendation from staff, for a total of \$30,338.68 to be paid from Senior Center reserve funds.
13. Approval of the bid for exercise equipment from Any Body Fitness as the low bidder meeting all equipment specifications for the new Senior Center for an amount not to exceed \$54,995.00 to be paid from Senior Center reserve funds.
14. Approval of the low bid of \$60,939.25 from McCall Commercial Fencing to enclose the WWTP operations to be paid from Rural Development Grant funds.
15. Approval of the following 2015 Concession Agreement between the Persimmon Ridge Soccer Association and the Jonesborough Department of Parks and Recreation.

Agreement

16. Approval of the following committee appointments:
  - a. Jonesborough Tree and Townscape Committee  
Breelyn Bomba



Virginia Kennedy

b. Jonesborough Traffic Committee

Chris Diehl

David Sell

c. Historic Zoning Commission

William Kennedy

17. Approval of the Special Events Permit application from Bethel Christian Church to hold Bethel Fest in Downtown Jonesborough on the Stephenson lot from 1:00-8:00 p.m., Saturday, September 12, 2015, using the Town's stage and grill, subject to the acceptance of the Hold Harmless Agreement and Proof of Insurance by the Town Attorney, and subject to Bethel Christian Church obtaining permission from Washington County to use the lot.

Mr. Browning said Mary Sanger has done an outstanding job on all the homework necessary on the bids for the Senior Center. Mayor Wolfe thanked Ms. Sanger.

The next item on the agenda was the Financial Report. Ms. Miller said we have completed the budget process and she has sent tax information to the state in order to get the tax notices printed. She said she is so proud of the Water Park with the progress they have made in their finances. Mayor Wolfe said by the Board tackling the issue of the deficit at the Water Park, we have seen great progress this year. He said part of it has been the weather and part of it is knowing who we need to be marketing to. He said Washington County residents make up 28% of the attendance at the Water Park but North Carolina makes up 20% of the attendance. He said marketing on Facebook seems to be helping greatly with this. Mayor Wolfe said the Board has done a good job providing the oversight that helped the staff come up with better marketing results. He said he is proud of Matt Townsend, Rachel Conger, and the BMA. Alderman Vest asked about the expenditures for the next several months because that was a problem last year. Ms. Miller said staff is getting invoices in on a timely manner and we should not have the lag at the end of the season that we have in the past. Mr. Browning said the debt service at the water park will be paid off this budget year. Alderman Sell asked if the online sales made a difference and Ms. Miller said they did. Motion was made by Alderman Countermine, seconded by Alderman Sell and duly passed to approve the Financial Report as presented.

Mayor Comments was the next item on the agenda. Mayor Wolfe read a letter from Shelia Hayes. Ms. Hayes said that her daughter Selena enjoyed taking classes at the McKinney Center and added that the Mary B Martin Center has so many wonderful programs. She said she had pottery under Pam Daniels and Kara Bledsoe and they were wonderful instructors, and she is now in drama camp which is also a wonderful program. She said when she is dropped off at camp that Theresa Hammons or an instructor is there to greet the parent and check the student in. She wanted to thank the Board for encouraging these programs for our community.

Mayor Wolfe read a thank you note from Dr. Frank Haws complimenting the Board on the good health of Jonesborough. He said he had car trouble and Officer J.R. Peace arrived and called Archer Tow Service for him, and then Officer Peace helped him across 11-E to his ride. He said the Officer was very professional, well groomed, polite, well spoken and a great representative for the Town.

Mayor Wolfe read a letter from Jackie Johnson, Madison, Florida. She wrote thanking the Public Safety Department for performing a wellness check on her Aunt Barbara Pickering whom she had been unable to get in touch with for five days. She said she contacted the Police Department and talked with Pam Bailey, Dispatcher, who in turn sent Officer Derrick Malone to check on Ms. Pickering. She said Officer Malone was respectful and polite during this wellness check and she appreciated the effort by the department.

Mayor Wolfe read a note from Austin C. Jenkins, Capital Bank, thanking the Police Department for putting the robber who had robbed Capital Bank behind bars. He also stated he would like to become a reserve officer with our department.

Mayor Wolfe read the following prayer request list: Matt Hawkins' brother, , Baxter Bledsoe, Luke Cole's brother, Phil Fritts' brother (Mitch), Phillip Gardner's father-in-law, Mayor Wolfe's grandmother, Ann Morelock (Virginia's friend), Kenneth Story, Joe Chase and Kenny Harris.

Mayor Wolfe asked everyone to stand and sing Happy Birthday to Attorney Jim Wheeler.

Mayor Wolfe then asked Officer Derrick Malone to come forward for the presentation of the August, 2015, Employee of the Month award and read the following nomination letter:

*On behalf of the men and women at the Department of Public Safety, I would like to nominate PSO Derrick Malone for Employee of the Month. While on nightshift patrol at 2:30 am, PSO Derrick Malone was advised the Tennessee Highway Patrol had requested assistance with the pursuit of a fleeing vehicle coming into Jonesborough from Johnson City. PSO Malone intercepted the suspect vehicle as they entered Jonesborough and continued with T.H.P. westbound to the area of the Jonesborough Flea Market. Following agency protocol and policy, PSO Malone disengaged when neighboring police units arrived and joined the pursuit. The suspect vehicle continued to Greeneville where it then turned around and again came eastbound to Jonesborough. T.H.P. requested tire deflation devices be deployed by Jonesborough officers and PSO Malone executed the maneuver with textbook precision. Derrick selected the ideal location, made the appropriate communications, and successfully deployed his "stop sticks" bringing the lengthy pursuit to a safe end. The vehicle was later confirmed to have been reported stolen and the occupants were reported as escapees from a detention facility in Bristol. Police serve the public above all else and through his actions, PSO Derrick Malone safely terminated an extremely dangerous situation in a manner consistent with agency policy, state law, and the welfare of the public as his focus. Derrick exemplifies professional dedication to the community of Jonesborough and the Department of Public Safety, and we are proud to have him as an essential member of our team. Submitted by: Matthew B. Hawkins, Police Chief*

Mayor Wolfe thanked Officer Malone for his service and fine representation of the Town.

Mayor Wolfe read the following Proclamation for United Way:

### **Insert Proclamation**

Lester Lattney, Kim Holly and Eric Horvath were present representing United Way. They thanked the Town of Jonesborough for its support and contributions to the United Way campaign. Lester Lattney announced that Kim Holly is the campaign Chairman this year. Mayor Wolfe said he appreciated all that they do for the campaign. Mayor Wolfe then said he wanted to thank one more team member without whom our Jonesborough contributions would never be what they are and that is Virginia Causey.

Aldermen comments were the next item on the agenda. Alderman Vest said he appreciates Craig Ford for taking care of the cleanup of a bank on West College Street that was overgrown.

Mayor Wolfe said he was approached about a mosquito problem on Old State Route 34 which he said was in an overgrown junk yard with a lot of discarded tires. He called Natalie Hilton and she informed him that it was being cleaned up and the owner had been cited into court. The Mayor said this is a public health issue, and he appreciates the efforts of Chief Hawkins and his staff.

Alderman Sell said he had a couple of calls from citizens who had contacted Natalie Hilton and she took care of them in a timely and efficient manner. He said he has been working with Gary Lykins to save the Town some money. He said hydraulics seem to be an ongoing expense at the garage, costing thousands of dollars each year. He said Mr. Lykins found a tool that cost around \$300 and he helped Mr. Lykins in acquiring the tool; it should save the Town about \$10,000 a year by allowing them to make their own hoses. He said we have a very good employee in Gary Lykins, one who is trying to save the Town money.

Attorney Comments was the next item on the agenda. Attorney Wheeler said he needs to meet with the Board in executive session after the meeting.

Citizen Comments was the next item on the agenda. Tammy Cloyd, Peggy Cloyd's daughter, 701 Persimmon Ridge Road, addressed the Board with concerns about her mother's property. She said she talked with Mr. Browning but after she talked with her mother, she felt she needed to attend the meeting to get some answers from the Board about work at their property that has been in the process for a while. She said two weeks ago a Town employee sowed the grass on the hill and she thanked that person for doing a good job. She said during the storm last week the straw washed away and the job needs to be redone in a timely manner, and she asked if that was going to be done with top soil. Mayor Wolfe suggested Ms. Cloyd talk with Operations Manager Craig Ford because she was asking an elected body to tell her how they are going to sow grass and the BMA is not qualified to answer that question but Mr. Ford is. He added that Mr. Ford will work with the Cloyds to make sure they are happy with the job. Ms. Cloyd asked if there could be an agreement that the job will be done in a specified period of time. Mr. Browning said we will definitely get it sowed again properly, and he was under the impression that the top soil was put back on before it was sowed. Ms. Cloyd said there was no top soil put back on that bank and that it was red clay and they worked it down which is fine if it holds the grass being sown. She asked if that was going to be done in front and along the driveway. Mr. Browning said everywhere we graded will be sown with grass. Ms. Cloyd asked about what was going to be done about the manhole. Mr. Browning said the plan is to reduce the size of the manhole. Ms. Cloyd said residents are having problems with the water standing on Shell Road. Mr. Browning said that the ditchline will have to be reworked and Town staff will be doing that. He said the staff is aware of all the things that need to be done. Ms. Cloyd asked if the drain was lowered last week. Craig Ford said he was not aware of it. Ms. Cloyd then thanked all those working on the project and said the primary reason she came to this meeting is because of the length of time this project has taken. Mayor said we would get this work done by September and said he appreciated Ms. Cloyd addressing the Board.

Ms. Ruth Verhegge, 601 W. Main Street, addressed the Board and said she was opposed to an item on the agenda, the outdoor use permit for the Dining Room. She said she is concerned about the fence but not the table and chairs. She said we lost parking spaces in front of the stores on Main Street in order to widen the sidewalks to have additional pedestrian space. She said the proposed fence blocks a significant amount of pedestrian area and once we have one then it will continue to progress down the sidewalk in front of other stores. She said The Dining Room has a patio area out back where people can eat and drink.

The first item under Old Business was the Ordinance on the budget amendments. Motion was made by Alderman Vest, seconded by Alderman Dickson and duly passed to approve on second and final reading an Ordinance amending the Fiscal Year 2014-15 budgets for General Fund, Solid Waste Fund and Drug Funds as follow:

### **Insert Ordinance**

The next item on the agenda was the change order for the Senior Center building project. Mayor Wolfe said this change order is to get the kitchen layout and cooler

where it needs to be. Motion was made by Alderman Countermine, seconded by Alderman Vest and duly passed to approve Change Order #15 on the Senior Center project authorizing a reconstruction of one door area into the kitchen space, for an amount not to exceed \$2,155.61, to be paid with Center construction funds.

### **Insert Change Order**

The next item on the agenda was the New Halifax Stormwater Agreement. Mayor Wolfe said this is an agreement between the Town and New Halifax homeowners. He said the Town needed a little help and the homeowners agreed to work with the Town on the pond which will be an enhancement to the development in the end. Motion was made by Alderman Countermine, seconded by Alderman Vest and duly passed to approve the Stormwater Agreement with the New Halifax Homeowners Association as follows:

### **Insert Agreement**

The next item on the agenda was the Resolution amending the agreement with Jonesborough Locally Grown allowing off-premise beer sales under certain conditions. Mayor Wolfe said this is a follow up from last month concerning the sale of beer and added that there are now stipulations in the agreement that the beer has to be locally brewed with no more than 15% of product sales being from alcohol and that there will be no external advertising of beer sales at the market. Motion was made by Alderman Vest, seconded by Alderman Countermine, and duly passed to approve the Resolution amending the Lease Agreement with Jonesborough Locally Grown for use of the Town's building at 101 Boone Street, establishing certain restrictions on the retail sale of beer at the Boone Street Market.

### **Insert Resolution**

The next item on the agenda was the outdoor use permit application for The Dining Room at 105 E. Main Street. Mayor Wolfe said there was a comment from Ruth Verhegge concerning this during Citizen Comments. He asked Mr. Browning to discuss this item. Mr. Browning said it is true as Ms. Verhegge pointed out that part of the reason for moving the sidewalk out on the north side of the street in front of the Courthouse was to create an expanded pedestrian walkway but part of that thought process was to create the opportunity for business people, especially restaurants, to have a presence outside their buildings. He said that is a key ingredient in creating social activity for people to interact and a big deal for businesses. He said there was a workshop last week in which a retail specialist out of Michigan came in and was talking about the importance of restaurants having seating out front because it would generate business by making those walking by hungry. He said as an important part of this we have to make sure there is an appropriate amount of pedestrian space so they can pass which includes an evaluation by the Building Inspector to make sure the fencing and tables are exactly where the schematic indicates. He said there is twelve feet of sidewalk on the west side from the fence to the curb and on the east side there is seven and a half feet from the fence to the planter. He said the fence is only forty-two inches high which meets code. He said Historic Zoning Commission approved the design of the furnishings including the fencing, but not unanimously. He said because the Dining Room sells alcohol beverages, the fencing is a requirement. Mr. Browning said the Main Street Café fence is on Town sidewalk but the table and chairs are on Main Street Café property. He said the Outdoor Permit for the Dining Room is being recommended by staff because of the Downtown Improvement Program. He said we have received an outdoor permit request from the General Store to put tables and chairs in front of the store. He said Asheville and other areas have this same concept to draw business in. Mayor Wolfe said if you pull into a town and the streets are deserted, the perception is there is not a lot going on, but if you pull into a town and there are tables and chairs and umbrellas and people dining and walking, then the perception is it's a good place and you are more likely to stop. Mayor Wolfe said one big thing on the downtown project was the fact that it was designed knowing that we had a stated goal in mind for each of the buildings in front of the courthouse. He said we wanted to see this type of activity

and see people dining on the sidewalks, and he has encouraged Christine at the Dining Room to do this for quite some time. He said we are fortunate to have this restaurant in town, and it is in our best interest to help them. He said he saw the furniture for the General Store, and it will be here next month. Mayor Wolfe said during Music on the Square and other events if the fence needs to be removed, it can be. He added that the Town will adapt nicely and he would like to see outdoor seating all down that side of the street. Alderman Vest said we need some of this in front of the restaurants. He said we are fortunate that the General Store does not sell alcohol and thus will not have to have fencing because he thinks it would be more of a concern if we had side by side restaurants with fencing. He said another concern he has with the Dining Room design is there is only 7 ft. 3 inches between the fence and the tree planter and we would need to make sure the trees are trimmed so pedestrians will be able to pass. Mr. Browning said he had a discussion with the Building Inspector who will make sure the trees are maintained. Alderman Countermine said he remembered when Herman Jenkins filed his outdoor permit application and there was concern about pedestrians not being able to pass but there have been no complaints as far as he knows. Motion was made by Alderman Vest, seconded by Alderman Countermine and duly passed to approve the Outdoor Use Permit for the Dining Room Restaurant subject to the review and acceptance of the Hold Harmless Agreement and Proof of Insurance by the Town Attorney.

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ABBEY MILLER, RECORDER

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KELLY WOLFE, MAYOR