

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

AUGUST 10, 2020

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Monday, August 10, 2020, at 7:00 p.m. at Town Hall, 123 Boone Street, Jonesborough, TN.

The only item on the Public Hearing agenda was an Ordinance amending the Fiscal Year 2019-2020 Budgets for the General, Solid Waste and Drug Funds. There were no comments.

The Public Hearing was closed.

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ABBEY MILLER, RECORDER

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CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

AUGUST 10, 2020

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, August 10, 2020, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Chuck Vest called the meeting to order. Alderman Dickson led the group in an opening Prayer, and Town Administrator Glenn Rosenoff led the pledge to the Flag.

Upon call of the roll those present were: Mayor Chuck Vest, Alderman Virginia Causey, Alderman Terry Countermine, and Alderman Adam Dickson. Alderman Stephen Callahan was absent. Also present were: Town Administrator Glenn Rosenoff, Town Recorder Abbey Miller, Operations Manager Craig Ford, and Town Attorney Jim Wheeler.

The next item was the Consent Agenda. Mayor Vest asked the Aldermen if there were items from the Consent Agenda they wanted pulled for discussion. Town Administrator Rosenoff requested that Item 7b Promotion of a Firefighter to Fire Sergeant and Item 8-b Concrete Bid for the Lincoln Park Project be pulled for discussion. Alderman Countermine made the motion, seconded by Alderman Dickson, and duly passed to approve the following items on the Consent Agenda:

1. Approve the minutes of the May 19, 2020, Called BMA meeting.
2. Approve the following bills for payment:

VENDOR  
SANITATION

GENERAL

WATER

96629-96662 AP	67,087.08
96663 AP	413.85
9664-96677 AP	14,906.56
96678-96714 AP	26,010.89
96715-96717 AP	3,137.31
96718 AP	786.20
96719-96730 AP	31,363.27

96731-93737 AP	3,703.08		
96738-96741 AP	3,133.56		
96742-96747 AP	6,977.13		
<u>VENDOR</u>		<u>GENERAL</u>	<u>WATER</u>
<u>SANITATION</u>			
96748 AP	4,469.12		
96749-96757 AP	16,130.89		
96758-96761 AP	68,380.10		
96762-96763 AP	140.00		
	<b>246,636.04</b>		
61092-61108 AP		58,008.73	
61109-61112 AP		4,346.80	
61113-61135 AP		16,590.35	
61136-61139 AP		4,969.27	
61140-61149 AP		57,831.12	
61150 AP		1,600.00	
61151-61155 AP		6,411.07	
61156 AP		1,263.44	
61157-6158 AP		3,055.94	
61159-61161 AP		2,277.93	
61162 AP		1,577.00	
61163-61165 AP		457.50	
		<b>158,389.15</b>	
8852-8859 AP			7,300.00
8860-8862 AP			228.83
8863-8865 AP JUNE			5,437.80
8866-8869 AP			1,643.67
8870-8872 AP			7,171.47
8873-8874 AP			330.39
8875 AP			160.69
8876-8877 AP			265.00
8878 AP			75.00
			<b>22,613.11</b>

3. Approve the following Operations Manager Report:

Work continued on Lincoln Park. We were making good progress; however, the rains the last week have slowed that progress. We are trying to complete the topsail placement in order to get the plants in the ground.

Dwight Minnick, Builders First Source, completed the final change request in the material bid for all of the structures going in the park. We are working on getting the materials ordered now.

With respect to the structures in the park, I met with Don Bacon, Quad City Builders, and requested he work on a cost estimate to erect the structures in the park. If we decide to go this route, we would have to bid it out, but at least this would let us know if we can afford it and whether it would be worth pursuing.

We will continue to work toward completion of this park. It will not be completed by the end of August. The weather has not cooperated at all. We have the wettest month on record in April and we are just too far behind to catch up.

As you are aware, we are continuing to work on our water system. I am meeting with Kevin Brobeck and Mark Brumback on a weekly basis. We also participated in another meeting with Jim Hilborn, GRW Engineers, about current issues we have at the treatment plant. Suffice it to say, we feel much better about where we are after that meeting.

The construction crew for Wastewater finished the Greenlee/College/Payne Road drainage project. This project had been on the books for the Street Department for a long time. After meetings with Malcolm Highsmith and Cobern Rasnick, I shifted the project to the Wastewater Construction crew and they did an awesome job.

We received our new garbage truck today. The addition of that truck and the new brush truck last month will really help the Solid Waste Department perform the daily functions of their job. I have spoken with Director Thomas and they are going to utilize the old brush truck for junk day on Fridays and we are also going to use that truck as our overnight vehicle when residents request truck for junk.

We completed our weekly season at Wetlands, August 02. Although the year ended in a deficit, I am proud of the action the Board of Mayor and Alderman took in allowing the park to open. The numbers were obviously down, but people who came had a great time. I feel like we gave people a break from the worry and gave them hope that this too shall pass eventually.

The contractor began the Senior Center portico project this month. The permanent glass enclosures have been installed at the McKinney Center and work is set to begin on installation at the Senior Center the week of August 10. Once the Senior Center glass partitions have been installed, this will complete our Covid precautionary work in our public buildings.

I have worked with a couple of Department Heads this past month on personnel issues.

I still have no word on our inmate crew. With the rise in cases in the state, I will be surprised if they return at all this year.

4. Approve the following Committee Reports: Board of Zoning Appeals, Planning Commission, and JRT Board of Directors.
5. Approve the following Supervisor Reports: Parks and Recreation, Water Park, Environmental Services/Wastewater, Solid Waste and Recycling, Water Distribution, Police Department, Visitor Center Manager, Marketing and Promotions Coordinator, Fire Department, Events Coordinator, Director of Tourism and Main Street, Senior Center, Website Manager, Street Department, Animal Control, Building Inspector, and Water Treatment Plant.
6. Approve the appointment of Jonathan Davis as a Water Worker I in the Water Distribution Department at Grade 1 Step 1 (\$21,315), subject to all pre-employment conditions including WorkSteps.
7. Accept the resignation of Taylor Spencer as a Firefighter with an effective date of August 4, 2020.
8. Approve the appointment of Josh Miller as a Meter Reader II in the Meter Department at Grade 5 Step 1 (\$25,909), subject to all pre-employment conditions being completed.
9. Approve the playground equipment bid from Bluegrass Recreation Sales and Installation in the amount \$34,328.25 for the Lincoln Park project.
10. Approve the Wetlands Water Park closure effective August 2, 2020, to the general public and approve the following private parties that have either been paid in full or a deposit paid: August 7, 8, 9, 12, 13, 14, 15, 19, 22, and 23, and with no additional parties being approved that have not already been scheduled.

11. Approve the cancellation of the Little League Soccer 2020 season based upon the request of the Persimmon Ridge Soccer Association and affirmed by the Parks and Recreation Advisory Committee.
12. Approve continuing Movies on Main: Drive-In Edition for August through October, with a movie being held on the last Friday of each month, and a double-feature on October 30<sup>th</sup> with a Halloween theme with the possibility this be in-lieu of the annual Halloween Haunts and Happenings event.

The next item pulled from the Consent Agenda for discussion was promotion of Jacob Anderson from Firefighter to Shift Sergeant at Grade 11 Step 3 (\$36, 834) based on FY19-20 salary compensation plan and that Mr. Anderson be eligible for any pay increase associated with the passage of the FY20-21 budget. Town Administrator Glenn Rosenoff said that Fire Chief Phil Fritts requested that the promotion be retro-active to July 1, 2020. Mayor Vest asked the Aldermen if they had any questions. There being none, Alderman Causey made the motion to approve the promotion of Firefighter Jacob Anderson to Fire Shift Sergeant at Grade 11 Step 3 (\$36,834), retro-active to July 1, 2020, as presented. Alderman Countermine seconded the motion, and was duly passed.

The next item for discussion was the concrete bid for the Lincoln Park project. Mayor Vest asked Glenn Rosenoff to discuss the concrete bids. Mr. Rosenoff said he and Operations Manager Craig Ford reviewed the two bids that came in for concrete for Lincoln Park from Pavewell Paving Company and Summers-Taylor. He said Pavewell did not bid on all items, whereas Summers-Taylor did. Craig Ford said there was a total of 22 items in the concrete bid; Pavewell only bid on 11 items and Summers-Taylor bid on all 22 items. He said most of them were fairly close, but they did notice some huge discrepancies on some of the items bid so they reached out to both bidders. Mr. Ford said if the bid were awarded to Pavewell for their low bids and the rest was awarded to Summers-Taylor, the total bid would be \$207,311.50. He said that Summers-Taylor said if they were awarded the entire bid, they would give a 5% discount; however, if we do that, then Summers-Taylor's total bid is still \$225,272.60. Mr. Ford said if he were Summers-Taylor, he would refuse anything less than the entire bid because then you have issues with warranty work. Mr. Ford said, for example, if Summers Taylor does all of the exterior work and then Pavewell comes in and pours a pad and it starts cracking, then who is responsible for that. Mr. Ford said there are advantages in having to work with only one contractor on the entire project. He said if the BMA awarded the bid in its entirety to Summers-Taylor, the basic overall cost of the project would be \$12,736.10 more than if the bid were split. Mr. Ford said if the Town Attorney says it is okay to do so and the Board agrees, then he and Mr. Rosenoff could try to re-negotiate with Summers-Taylor to help reduce the cost. He said the bids were opened publicly and a representative from Summers-Taylor was at the bid opening. Mayor Vest said he feels there is certainly some risks when you have two different contractors working on one project. He said one of the key items is that both bids were fairly close and if our Town Attorney allows, he feels working with one contractor is a plus. Mayor Vest asked Town Attorney Wheeler what his thoughts were on the bids. Attorney Wheeler said his preference is that it would be in the bid specs that the Town was going to award that way or reserve the right to award it that way. He said it does have language in paragraph 7 and 9 in the bid specs that gives the flexibility to award the bid that way. Attorney Wheeler said from a legal standpoint we can defend awarding the entire bid to one vendor. Mayor Vest asked the Alderman for their comments. Alderman Countermine said he feels it is worth the extra money to get consistency. Alderman Causey agreed and made the motion to approve the acceptance of the Summers-Taylor bid for the concrete project at Lincoln Park in the amount of \$225,272.60 including the 5% discount, seconded by Alderman Countermine, and duly passed.

The next item on the agenda was the approval of the Financial Report. Mayor Vest said the sales tax collections have increased almost 30% since the beginning of 2020 and hopefully they will hit the \$2,000,000 mark by the end of December. He said property taxes are up about \$200,000 and the Water/Sewer Fund savings account increased \$150,000 in July. Mayor Vest asked the Aldermen if they had comments or

questions. There being none, Alderman Dickson made the motion to approve the Financial Report as presented, seconded by Alderman Causey, and duly passed.

Communications from the Mayor was the next item on the agenda. Mayor Vest said there were two important people in attendance tonight. He said the contract that the Town has with Ken Ross Architects for the school project is going to be absorbed by Clark Nexsen, Inc., which is a larger architect firm and will give Ken Ross and his team more resources. Mayor Vest introduced Richard Court of Clark Nexsen, Inc. and asked him to tell everyone about his company, and then the Board will address the recommendation to make the change to the agreement between the Town of Jonesborough and Ken Ross Architects & Associates. Richard Court said he works in the Asheville office of their firm. Mr. Court said Clark Nexsen has eleven offices around the region, mostly in North Carolina and Virginia, and one in Georgia, and they are very excited to work with Ken Ross & Associates, with the Town of Jonesborough, and establish an office in East Tennessee. Mr. Court said his firm has quite a bit of K-12 school experience and is looking forward to working with the Jonesborough community and Mr. Ross on this project.

Mayor Vest moved Item 7-G under New Business on the agenda for discussion. He asked Glenn Rosenoff if there was anything he needed to address on this item. Mr. Rosenoff said the BMA had directed that any change in assignment of the architect contract be brought back to the Board of Mayor and Aldermen for approval. He said Ken Ross will still be on the K-8 school project to assist in moving it along. He said there have been some good meetings on the staff level about the project. Mr. Rosenoff said the location and orientation of the school building has already been approved through the Design Committee, but they are looking at more details on the interior of the school. He said the agenda presentation addresses the recognition of the merger and the details within that assignment assumption. Mayor Vest asked Attorney Wheeler if he had any comments. Attorney Wheeler said the Assignment and Assumption Agreement version that went out in the BMA packet was slightly modified Friday afternoon. Mr. Wheeler said one sentence had changed to fill in a blank in paragraph 2 which now reads, "Ken Ross and CN have advised the Town that Ken Ross will be employed by CN pursuant to an employment agreement and will continue to be the primary point of contact and remain primarily managing the work under the School Contract until completion of the School and related facilities barring some illness or infirmity that prevents his participation". He said that is the only change, and he recommended that if a motion is made, it be to approve the agreement, including the change. Mayor Vest asked the Aldermen if they had any comments. Alderman Countermine made the motion to approve the Assignment and Assumption Agreement acknowledging the merger between Ken Ross Architect, Professional Corporation, and Clark Nexsen, Inc., and the assignment of the Jonesborough K-8 School Project from Ken Ross, Professional Corporation, to Clark Nexsen, Inc., and with the change as recommended by Town Attorney Jim Wheeler. The motion was seconded by Alderman Dickson, and duly passed.

## **INSERT AGREEMENT**

Mayor Vest said there were two committee re-appointments being requested. He said the JRT Board of Directors is recommending that Hal Knight be re-appointed for a three-year term. Alderman Causey made the motion to approve the re-appointment of Hal Knight to the JRT Board of Directors for a three-year term, seconded by Alderman Dickson, and duly passed.

Mayor Vest said that the BrightRidge Board of Directors is requesting that Hal Knight, who is the Town's representative, be re-appointed to its board for a four-year term. Alderman Causey made the motion to approve the re-appointment of Hal Knight, as the Town's representative, to the BrightRidge Board of Directors for a four-year term, seconded by Alderman Dickson, and duly passed.

Mayor Vest thanked the merchants and Town staff for their ideas and efforts for the Christmas in July event. He said it was a great event, and he received an email from Gabe Eveland, owner of Gabriel's Christmas, and Tennessee Tails Pet Boutique,

stating it was a fantastic event and appreciated the efforts of Town staff for putting this event together in a short period of time and asked that consideration be given in making Christmas in July an annual event.

Mayor Vest said the Water Park had a successful 2020 season and appreciates the hard work of Glenn Rosenoff, Craig Ford, Matt Townsend, and Town staff.

Mayor Vest introduced Tybre Faw from Johnson City, who loves history and whose friendship with the late Congressman John Lewis garnered national attention. He said Tybre got to walk with Congressman Lewis across the Edmond Pettus Bridge in Selma, Alabama. Mayor Vest said Alderman Dickson invited Tybre to the BMA meeting tonight. Tybre then recited Congressman Lewis' favorite poem "Invictus" for the Board. Tybre Faw thanked the Mayor and Board members for having him at the meeting. Alderman Dickson said Tybre was at Ebenezer Baptist Church, which is a very prominent church that Dr. Martin Luther King preached at; Tybre sat in a room with former Presidents, Civil Rights Leaders and icons, and people of the Atlanta establishment, and he got up and read that same poem and did it flawlessly. Alderman Dickson said Tybre is an individual who developed a wonderful friendship with Congressman John Lewis and has been a wonderful ambassador for this region. Alderman Dickson thanked Tybre Faw for representing our area nobly and wonderfully and said Tybre has a bright future ahead of him.

Mayor Vest said that Cameo Waters was nominated for the August, 2020, Employee of the Month award and read the following nomination letter:

*I want to nominate Cameo Waters for the August, 2020, Employee of the Month. Due to these unprecedented times of the Coronavirus/COVID-19 pandemic, the Board of Mayor and Aldermen meetings had to go to "live-stream" due to meeting Gov. Lee's orders and guidelines and keeping within the 6 ft. social distancing guidelines which created limiting seating in the Board room. Cameo Waters, Director of Tourism and the Main Street Program has gone the extra mile to get the BMA meetings up and running with the "live-stream". Ms. Waters contacted and worked with "Tim the Camera Guy", who does the Washington County Commission meetings, for the BMA meetings; she has put forth extraordinary time and energy behind the scenes in making sure they are ready to go "live-stream" for Jonesborough citizens. The first meeting was a trial and error scenario, but Cameo assessed the diagnosis that needed to take place for future meetings, especially with the sound so that Board members could be heard on the "live-stream". Cameo has gone outside her normal realm of duties and is taking steps to get pricing and quotes for the Town to purchase this much needed equipment for the future. Ms. Waters has assisted other staff working with other Town Committees in order to get their meetings on Zoom, especially the School Design Committee. Cameo Waters is to be commended for going the "extra mile" in her efforts and for her due diligence and care which shows in her loyalty to the Town of Jonesborough, Board members, Town staff, business owners, and the community. Cameo Waters has worked tirelessly with the staff and Town businesses/merchants in regards to the annual summer Jonesborough events that had to be either revamped or eliminated entirely during this COVID-19 pandemic. All of the marketing, social media, etc. that had been planned since 2019 had to be put on the backburner and new marketing, ideas, and planning had to be put in place on full-speed ahead in making all of the necessary changes. Ms. Waters has done an excellent job promoting "shopping and dining" locally, she and the Events Coordinator have done an outstanding job with the Jonesborough Block Party being successful and the "Movies on Main" drive-in movies held at the back of the Courthouse on Friday nights has received great reviews. Even though all Town staff has had to adjust to Town operations being out of our normal "way of doing business", it has been an inspiration to see Cameo Waters giving a 110% in all her efforts to help make everything go as smoothly as possible for the Town of Jonesborough. Submitted by: Donna Freeman, Executive Assistant*

Mayor Vest asked Ms. Waters if she had any comments. Cameo Waters said she didn't expect this at all, and a lot of things have happened with tourism, marketing and Main Street, but she could not have done it without other staff members, and specifically Amber Crumley, Trevor Rice and Terry Alexander. Ms. Waters said it couldn't have happened without them and the support of the BMA.

Alderman Communications was the next item on the agenda. Mayor Vest asked the Aldermen if they had any comments. Alderman Causey said Mr. Rosenoff had mentioned the possibility of a work session to discuss Town projects; she requested a cost-estimate as to how much it will cost to complete the Lincoln Park and the Jackson Theatre projects. Mayor Vest said that information could be brought to the budget workshop meeting.

Town Attorney Comments was the next item on the agenda. Attorney Wheeler said the last month had been busy with the school project as far as the Ken Ross & Associates merger and dealing with Clark Nexsen and their attorneys. Mr. Wheeler said he had one thing to say about COVID-19, especially in light of Cameo being Employee of the Month. He said the first thing he did when we started with the live-streaming was to meet with Ms. Waters about video and notices for these meetings, as well as Glenn, Craig, Abbey, and staff across the board. He said it has been much easier on him than it has on a lot of county and municipal attorneys, and it is largely because Cameo Waters picked right up on what we had to do and paid attention to the requirements. Mr. Wheeler said a lot of communities had to back up and start over and redo their notices, and we have not had to redo one notice, at least not since the very first one, and we have really been on top of it. He said he appreciates the efforts of Cameo Waters and the entire staff.

The next item on the agenda was Citizen Comments. Mayor Vest asked if there were any citizens who would like to make comments at this time. Ignacy Fonberg, 316 South Cherokee Street, addressed the Board with his concern about recycling not being picked up yet. Mr. Fonberg said he understands that the Town has not been able to get assistance from the Washington County inmates and strongly suggested that the BMA consider hiring an employee for recycling. Mayor Vest thanked Mr. Fonberg for his comments

Leah Johnson, 1777 Ida Sue Drive, addressed the Board about the vehicle parking problems on Ida Sue Drive. Ms. Johnson said there is excessive parking with two vehicles that park 24/7, which causes sight-distance problems and is very dangerous when she exits her driveway. Ms. Johnson asked that the parking issue be looked into to alleviate this problem. Mayor Vest thanked Ms. Johnson for her comments.

Mayor Vest said we have a city election in November. He said we have Board members running for re-election, Alderman Terry Countermine and Alderman Adam Dickson, as well as himself for Mayor. Mayor Vest wished them well and thanked them for their service and the great job they have done on the Board. He said Bill Graham was in attendance at the meeting tonight and will also be running for an Alderman position in November. He said it is great when you have residents who want to get involved.

The first item under Old Business was second and final reading of an Ordinance amending the FY19-20 budgets for the General, Solid Waste and Drug Funds. Mayor Vest said he appreciates staff for being good stewards of the taxpayers' money. Mayor Vest asked Glenn Rosenoff if he had anything to address in the amendments. Mr. Rosenoff said the numbers are accurate. He commented that the new garbage truck that has been delivered and paid for, and the Town was able to pay cash for the incinerator and new brush truck. Mayor Vest asked the Aldermen if they had any comments or questions. There being none, Alderman Causey made the motion, seconded by Alderman Dickson, to approve on second and final reading an Ordinance amending the FY19-20 budgets for the General, Solid Waste and Drug Funds. The motion was duly passed.

## **INSERT ORDINANCE**

The next item on the agenda concerned the Music-On-The-Square (MOTS) 2020 season and Steve Cook's request to be paid \$6,000 for the time he invested in booking (pre-COVID-19) acts and cancelling acts (current COVID-19), and that a \$100 stipend be paid to all acts that have not already received the stipend. Mayor Vest said that Mr. Cook indicated that a majority of the acts that are booked for MOTS are done through verbal agreement and only a couple of acts require a signed contract in order to engage

their services. Mayor Vest asked the Alderman if they had any comments. Alderman Countermine said there are two things to look at: Mr. Cook raises all the money for the MOTS operation and there is nothing in the Town budget that we pay him, and also Mr. Cook has been doing this for more than 20 years with the first five or six years for free. He said he supports Mr. Cook's request because he has earned it, and MOTS has been good for the Town. He said he also supports it because the payment to Mr. Cook is essentially coming out of donations that he raised. Alderman Dickson said maybe there needs to be a thought that the next time the contract comes up, there needs to be a conversation about if you do A, B, and C, then there are amounts connected to those tasks, and if you do X, Y and Z, there are amounts attributed to those tasks. He said it is his understanding that the current contract is not that way. Alderman Dickson said it seems to him, based on the nature of his activity, that Mr. Cook should receive the \$6,000 payment. Alderman Countermine asked Ms. Miller if we would have to raise money for next year. Ms. Miller said we would. Mayor Vest said in talking with Mr. Cook there are four components of planning for MOTS, (1) raising funds, (2) booking acts, (3) day-to-day operations for the event, and (4) planning the kick-off. Mayor Vest said he didn't think there was much of an attempt to raise funds this year, but giving the long history of success for MOTS, he doesn't see why next year would be any different. He said he agrees with Alderman Dickson that in the future tasks and payments need to be spelled out more clearly in the contract. Mayor Vest asked the Aldermen if they had any further comments. There being none, Alderman Countermine made the motion, seconded by Alderman Dickson, to pay Steve Cook an additional \$3,000 for a total of \$6,000, and pay each remaining act a \$100 stipend, if they have not already received the \$100 stipend. The motion was duly passed.

The first item Under New Business on the agenda was first reading of an Ordinance annexing two parcels described as Parcels 1.00 and 2.00 on Washington County Tax Map 60-J, Group F, located at the corner of Stage Road and Old Embreeville Road upon request of Aaron Woodacre, property owner. Mayor Vest said the two parcels total 1.48 acres and the Town limits connect with the proposed property to the east and west; the Planning Commission approved the annexation of the property, Plan of Services, and that the property be zoned R-1 (Low Density Residential) District at its meeting on July 21, 2020. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Causey made the motion to approve the recommendation of the Jonesborough Planning Commission to annex two parcels described as Parcels 1.00 and 2.00, Washington County Tax Map 60-J, Group F, located at the corner of Stage Road and Old Embreeville Road, upon request of Aaron Woodacre, property owner, approve the Plan of Services, and zone the property R-1 (Low Density Residential) District. Alderman Countermine seconded the motion, and was duly passed.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO ANNEX CERTAIN PROPERTY LOCATED AT THE  
CORNER OF OLD EMBREEVILLE ROAD AND STAGE ROAD AND  
THE PRESENT CORPORATE BOUNDARIES OF THE  
TOWN OF JONESBOROUGH, TENNESSEE**

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

SECTION 1. That the Town of Jonesborough has received a written request by Aaron Woodacre, to annex his properties into the corporate limits of the Town of Jonesborough, and the property is both contiguous to Jonesborough's current limits, and in Jonesborough's Urban Growth Boundary.

SECTION 2. That the Jonesborough, Tennessee Zoning Ordinance Map which was adopted and enacted as part of the Zoning Ordinance be amended as follows:

Parcels 1.00 and 2.00 as shown on Washington County Tax Map 60-J, Group F and located at the corner of Old Embreeville Road and Stage



Road is hereby annexed into the corporate limits of the Town of Jonesborough.

SECTION 3. This ordinance shall be effective thirty (30) days after its passage on second and final reading, the public welfare requiring it.

SECTION 4. The property is hereby zoned R-1 upon annexation.

Approved by the Planning Commission July 21, 2020

Passed on First Reading \_\_\_\_\_

Public Hearing Held \_\_\_\_\_

Passed on Second Reading \_\_\_\_\_

Approved and Signed in Open Meeting \_\_\_\_\_

MAYOR

Attest: \_\_\_\_\_

TOWN RECORDER

Approved as to Form: \_\_\_\_\_

TOWN ATTORNEY

**TOWN OF JONESBOROUGH  
PLAN OF SERVICES**

**PARCELS 1.00 AND 2.00 ON WASHINGTON COUNTY TAX MAP 060J, GROUP F  
OLD EMBREEVILLE ROAD AND STAGE ROAD**

The following plan of services is developed in association with the written request from Property Owner Aaron Woodacre to annex Parcels 1.00 and 2.00 on Washington County Tax Map 060J, Group F located at the corner of Old Embreeville Road and Stage Road.

Police Protection – The Police Department currently patrols this section that is our South Cherokee Street, and goes beyond Old Embreeville to Jenny Lane. Also, all of Stage Road is patrolled as well.

Fire Protection – The subject property abuts two other tracts already within the corporate limits to the east and west and those tracts already have residences. Also, the tracts of land are in Jonesborough’s County Fire District, so they are already served by the Jonesborough Fire Department.

Streets – Our boundary map of our town limits shows the street in front of the two tracts as being in our town limits already, so we have been maintaining the street and right-of-way.

Solid Waste – Our garbage already goes by the two tracts of land, as well as vehicles collecting recyclables, leaves, brush, junk, etc. Upon BMA approval of annexation and the thirty (30 day) waiting period, Mr. Woodacre will be put on the list of residents eligible for solid waste services. No change in routes is necessary.

Recreation – Services through the Town’s Recreation program are already available; they are not restricted by the town limits

Senior Center – Services area already available, however, there would be a \$10 per year reduction in membership.

Water – Already available, however, there would be a reduction in usage fees by one-half.

Sewer Service – Sewer service is available for both parcels at Old Embreeville Road and Stage Road.

Administrative Services/Building Inspection/ Zoning – All administrative services would immediately be available including building inspection. The property would be zoned R-1 as a part of the annexation ordinance. A re-plat of the two parcels is pending the

annexation whereby both tracts will be reconfigured given both road frontage on Stage Road.

The next item for discussion was setting the FY20-21 budget workshop and budget meetings as listed: Budget Workshop – Monday, August 17<sup>th</sup>, first reading the week of August 24 – 28, and second reading – Monday, September 14<sup>th</sup> (Regular BMA Meeting). Mayor Vest asked the Aldermen if they had any comments. Alderman Causey asked when the Board would have the budgets to review. Mr. Rosenoff said by Wednesday. Alderman Countermine asked if the workshop could be held from 8:00 a.m. to 12:00 noon on August 17<sup>th</sup>. Mayor Vest said they could start at 8:00 and go until finished. Alderman Causey asked if this was going to be a budget workshop including the projects or will the projects be separate. Mr. Rosenoff said the projects will be included. He said the LPRF Lincoln Park project, the Jackson Theatre and any other outstanding projects that we have grants on will have a projected budget, and the projects that are unfunded will also be addressed. Alderman Countermine said having the first reading on August 27<sup>th</sup> or 28<sup>th</sup> would be best for him, or the following week. Alderman Dickson said he can be available on those dates. Mayor Vest said Thursday, August 27<sup>th</sup>, works for him. Alderman Causey requested it be a night meeting. Alderman Causey made the motion to approve the FY20-21 budget meeting schedule as follows: Budget Workshop on Monday, August 17<sup>th</sup>, at 8:00 a.m., first reading on Thursday, August 27<sup>th</sup>, at 7:00 p.m., and second reading at the regular BMA meeting on September 14<sup>th</sup>, at 7:00 p.m. The motion was seconded by Alderman Countermine, and duly passed.

The next item for discussion was approval to re-open the fitness center and massage services at the Senior Center. Mayor Vest asked Mary Regen, Senior Center Director, if she would like to speak concerning this request. Mary Regen said Robin Beals, Fitness Specialist, has done a phenomenal job keeping the fitness programming on-line by offering two classes per day via ZOOM, which has been a really good outlet for the seniors to stay connected. Ms. Regen said that as things are shifting and opening back up, the seniors are really eager to get back in, but can't come back in because senior centers around the State still have to remain closed. Ms. Regen said she feels like she and her staff could safely handle the fitness center itself. She said they could take temperatures and they already have the fitness equipment sectioned off. Robin Beals said she also works at the Wellness Center in Johnson City, and they have been opened since June and haven't experienced any problems there. Ms. Beals said she also deals with a lot of older people because they have the water aquatics there and she does a lot of the rehab in the water. She said they take the temperatures, provide hand sanitizer, and require masks anytime someone is walking anywhere else than working out; while working out, they can take their mask off because it does restrict the airflow a bit. Ms. Beals said the senior center equipment has been marked off, and there are four treadmills so it can be every other one or one at each end. She said use of the equipment room could be by appointment, only having five people in there at a time for 45-minutes, and then staff would have 15 minutes to clean and wipe everything down. Ms. Beals said if the exercise room is used for classes, they could mark off 6-feet on a diagonal, with an average of 10 – 12 people in each class. The massage services would be one person at a time with the requirement a mask must be worn. Mayor Vest said the Senior Center has a great plan and asked the Aldermen if they had any questions or comments. Alderman Dickson said they had addressed his concerns about how many people would be in the workout facility, and he agrees with the idea of a waiver. He said he feels citizens going in the McKinney Center, the JRT, and any other Town facility should sign a waiver. Alderman Countermine made the motion to approve the re-opening of the fitness center and massage services at the Senior Center with the following conditions: fitness equipment be sectioned off for social distancing, scheduling of appointments, CDC pre-screening of all members upon arrival, thorough sanitizing be applied, and members sign a waiver and release of liability form relative to COVID-19 prior to their activity. Alderman Dickson seconded the motion, and was duly passed.

The next item for discussion was approval of an Interlocal Cooperation Agreement with the First Judicial District Drug Task Force and the \$2,000 annual fee for the Police Department's membership in the Drug Task Force (DTF). Mayor Vest said

Police Chief Ron Street is recommending approval of the agreement; Town Attorney Jim Wheeler has reviewed the agreement, has reported no issues, and recommends approval. Mayor Vest said the Town has been a part of the DTF for a number of years, and asked the Aldermen if they had any questions. There being none, Alderman Causey made the motion to approve the Interlocal Cooperation Agreement with the First Judicial Drug Task Force and the \$2,000 annual membership fee as presented. Alderman Countermine seconded the motion, and was duly passed.

### **INSERT AGREEMENT**

The next item for discussion was approval of a request for financial support for Jonesborough's Small Business Recovery Fund. Mayor Vest asked the Aldermen if they had any questions or comments. Glenn Rosenoff said they are asking for a donation of between \$5,000 to \$10,000, and his recommendation is for whatever amount the Board chooses include that the donation be subject to funds being available in the FY20-21 budget. Alderman Countermine said he would like to see the Town match what the Recovery Fund raises. He said most of the food businesses seem to be doing okay, but the other ones are struggling, and he would hate to see them go out of business. Mayor Vest said this does not have to be a one-time thing and what the fund has raised is pretty close to what the Town would be matching. Alderman Causey asked if we could possibly hold off on a vote on this until a review of the new budget and make sure that there will be funds available. Mayor Vest said we could approve it subject to funds being available in FY20-21 budget. Alderman Dickson said he is very comfortable with that and glad we are looking at ways to support our downtown businesses. Mayor Vest called for a motion. Alderman Countermine made the motion to approve \$10,000 being given to the Jonesborough Small Business Recovery Fund, subject to funds being available in the FY20-21 budget. Alderman Dickson seconded the motion, and was duly passed.

The next item for discussion was approval of a change order on the Jackson Theatre project. Mayor Vest said just like anything else this year, there have been some disruptions, change in plans, and improvisations which cause delays in a project and that has affected GRC on the Jackson Theatre project. Glenn Rosenoff said GRC is requesting approval of a change order to increase their contract in the amount of \$18,579.01 due to delays from the Storytelling Festival, weather delays and also negotiations with a property owner over construction agreements and easements. Mr. Rosenoff said GRC computed that they could not work for 109 calendar days due to delays; they are submitting 43 of the 109 days in the change order. He said both GRC and Eddie Phillips from Ken Ross Architects are validating those days. He said staff is agreeable with the 43 days requested and recommends accepting the \$18,579.01 change order. Alderman Countermine made the motion to approve the Change Order No. 3 from GRC Construction on the Jackson Theatre project in the amount of \$18,579.01, seconded by Alderman Causey, and duly passed.

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

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ABBEY MILLER, RECORDER

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CHUCK VEST, MAYOR