

BOARD OF MAYOR AND ALDERMEN

BEER BOARD

AUGUST 12, 2019

The Board of Mayor and Aldermen (BMA) met as the Jonesborough Beer Board on Monday, August 12, 2019, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Vest called the meeting to order and said the only item for consideration was an application for an On-Premise Beer Permit for the Jonesborough Barrel House restaurant, 119 East Main Street, Jonesborough, TN. Mayor Vest asked the Aldermen if they had any comments. There being none, Alderman Countermine made the motion to approve as recommended the On-Premise Beer Permit for the Jonesborough Barrel House restaurant, 119 East Main Street, seconded by Alderman Callahan and duly passed.

The meeting was adjourned.

ABBAY MILLER, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

AUGUST 12, 2019

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Monday, August 12, 2019, at 7:00 p.m. at Town Hall, 123 Boone Street, Jonesborough, TN.

The first item on the Public Hearing agenda was an Ordinance amending the Fiscal Year 2018-2019 Budgets for the General, Solid Waste and Drug Funds. There were no comments.

The next item on the Public Hearing agenda was an Ordinance amending Jonesborough's Beer Ordinance to allow beer manufacturers within the corporate limits of Jonesborough to obtain an On-Premise Beer Permit to sell their products with the hours of operation the same as any establishment in Jonesborough with an On-Premise Beer Permit but without mixed drink requirements. There were no comments.

The next item on the Public Hearing agenda was an Ordinance to change the municipal boundaries of the Town of Jonesborough by removing certain property on Vines Drive. There were no comments

The Public Hearing was closed.

ABBAY MILLER, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

AUGUST 12, 2019

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, August 12, 2019, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Chuck Vest called the meeting to order. Alderman Adam Dickson led the group in an opening Prayer and the pledge to the Flag.

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

The next item was the Consent Agenda. Mayor Vest asked if there were any items that the Aldermen wished to have pulled from the Consent Agenda. There were none. Alderman Dickson made the motion, seconded by Alderman Causey, and duly passed to approve the following items on the Consent Agenda:

1. The July 15, 2019, BMA meeting minutes were deferred until the September 9, 2019, Regular BMA meeting.

2. Approve the following bills for payment:

<u>VENDOR</u>	<u>AMOUNT</u>
A-Z OFFICE RESOURCES	693.06
ABBAY MILLER	40.61
ACE EQUIPMENT REPAIR	1050.00
ADVANCE AUTO PARTS	82.44
AFLAC	3324.50
ALLAN DEARSTONE	86.40
ALLEN WEEMS	158.59
ALLISON OUTDOOR	200.00
AMBER TOWNSEND	315.00
AMERICAN ALUMINUM ACCESS	56.00
AMERICAN GENERAL LIFE	106.52
AMERICAN LIGHTING	1437.31
ANDY OXY COMPANY, INC.	407.66
ANGI SHEEK	13.00
APPLIED MAINTENANCE	372.96
ARCHER BROTHERS GARAGE	127.17
ARCHER ELECTRIC SERVICE	2323.00
ASCAP	4.58
AUTO ZONE	243.87
BANK OF TENNESSEE	8982.12
BARBARA L BOGART	288.00
BARNES EXTERMINATING CO	40.00
BARTLETT TREE EXPERTS	493.00
BETH SNAPP	250.00
BEVERLY JENKINS	500.00
BILL & THE BELLES	250.00
BLUE CROSS BLUE SHIELD	91,836.02
BLUE WATER INDUSTRIES	20,849.69
BOB PATTON	14.00
BRENDA G'FELLERS	7.20
BRETT SEAN MCCLUSKEY	50.00
BRIGHT & ASSOCIATES	5277.00
BRIGHT RIDGE	32907.00
BRIGHTRIDGE	229.77
BUILDERS FRIST SOURCE	102.64
CENTRAL PAPER AND SUPPLY	85.59
CENTURYLINK	757.45
CHRISTOPHER D. ALLEY	150.00
CINDY SUE BUBAR	115.93
CINTAS CORPORATION #202	596.61
CINTAS FIRST AIR & SAFE	118.17
CLIMATE CHANGER	1053.88

<u>VENDOR</u>	<u>AMOUNT</u>
COCA-COLA BOTTLING CO.	542.50
COMCAST	177.27
COMPANION LIFE INSURANCE	1009.42
CORECHEM	1396.00
CORECHEM INC.	4630.40
D. TODD WOOD	300.00
DAKOTA STEPHEN CONKLIN	45.00
DARRELL W BRINSON	15.00
DEBBIE ALVIS	56.80
DEBBIE SHOUN	410.12
DENNIS DWAYNE BROOKS	700.00
DIANE THOMPSON	68.00
DICKIE GENE WINES	80.00
DRY CLEAN CITY	63.00
EARTH EFFECTS	4453.55
EAST TN RENT-ALLS	700.00
ED BEMBOWCZYK	20.72
ELEANOR FAGELSON	250.00
ELITE FINAL EXPENSE, IN	175.45
ENTERPRISE WASTE OIL	122.70
EVIE ANDRUS	250.00
FERGUSON ENTERPRISES #5	580.79
FIRE EXTINGUISHER CO	32.95
FIRST TENNESSEE BANK	3792.73
FIRST TN DEVELOPMENT DISTRICT	1525.00
FLEENOR SECURITY SYSTEM	976.80
FLEET PRIDE	205.00
FOOD CITY	346.29
FOSTER SIGNS	3081.00
FUELMAN	4790.21
GALL'S LLC	157.00
GRAND RENTAL STATION	583.60
HAWK EQUIPMENT COMPANY	333.45
HENRY SCHEIN, INC.	105.00
HERALD AND TRIBUNE	75.00
HUNTER CURTIS	415.00
IDEXX DISTRIBUTION, INC	912.62
INFORMATION AGE	109.95
INFORMATION PROFESSIONAL	5760.00
INTERNATIONAL STORYTELLING	125.00
ISSAC GIBSON	250.00
JAMES WHEELER	8897.00
JANETTE GAINES	5104.20
JARED L CHRISTIAN	50.00

<u>VENDOR</u>	<u>AMOUNT</u>
JERI JONES	24.00
JOCELYN JONES	69.60
JOHNSON CITY FORD	166.97
JOHNSON CITY PRESS	228.80
JONES LAWN CARE	3650.00
JONESBOROUGH ART SUPPLY	33.00
JONESBOROUGH GENEALOGIC	12.00
JONESBOROUGH HRA	3765.00
JONESBOROUGH LOCALLY GROWN	100.00
JONESBOROUGH POSTMASTER	235.00
JONESBOROUGH SENIOR CENTER	362.32
JONESBOROUGH STORYTELLING	21.60
JONESBOROUGH/WASHINGTON	3786.20
JOSPEH GUMINA	47.60
JRT	2980.83
KAREN LEA ELB	544.14
KENNETH MURR	525.00
KENNETH RAWLS	12.00
KIMBALL MIDWEST	2017.71
KINGSPORT PUBLISHING CO	1299.12
KIRK FLETA	250.00
KRAFTAPALOOZA	100.00
LABTRONIX	192.95
LANDMARK INTERNATIONAL	396.21
LAURENCE S BUNTON	32.42
LIBERTY NATIONAL	2837.28
LORNA DARLENE HATLEY	198.00
LOWE'S	5548.38
LUCAS SCHMIDT	16.38
MADLYN GOWARD	20.20
MARK J ROBERTS PHOTOGRA	50.00
MATTHEW BYRD	9.60
MHC KENWORTH – KINGSPORT	700.43
MICHAEL BRASWELL	30.32
MICHAEL D'AVELLA	800.00
MICROBAC A/R	267.25
NATHAN LAMBERT PLUMBING	245.00
NORTHEAST TN TOURISM	2000.00
NSI SOLUTIONS	147.00
OFFICE DEPOT BUSINESS	2083.05
OLD SCHOOL AUTO PARTS, I	3357.37
OLDE TOWN HARDWARE	979.86
OLDE TOWN SMALL ENGINE	347.80
ORIENTAL TRADING CO.	208.01

<u>VENDOR</u>	<u>AMOUNT</u>
PAMELA GAIL JOHNSON	44.76
PARDUE PHOTOGRAPHICS	520.00
PAULINE E PETSEL	12.76
PHIL FRITTS	24.40
PHYLLIS ANNE FABOZZI	150.00
PORTER'S TIRE STORES	995.48
PUBLIC ENTITY PARTNERS	61622.34
QUALITY TROPHY & ENGRAVING	13.00
READY MIX USA	1970.00
REGIONS BANK	706.25
REINHART FOODSERVICE LL	16338.68
RELIANCE STANDARD (VOL)	475.60
REN HALBADIER	15.20
RICHIE HAYWARD	28.00
RICOH USA, INC.	4373.13
RICOH USA, INC.	306.33
ROBIN GOODMAN	16.00
ROCIC	300.00
RYAN BERNARD	250.00
SAM COLLIE	250.00
SARATOGA	2998.70
SARATOGA FINANCIAL	145.00
SCOTTY CARRIER	157.50
SHINE AUTO DETAILING	100.00
SHRED-IT	72.38
SITEONE LANDSCAPE SUPPLY	1275.70
SKYE MCFARLAND	29.51
SPECIALIZED OPERATIONS	495.00
STAFFORD CUSTOM GRAPHIC	145.00
STOWERS	159.47
SUMMERS-TAYLOR INC.	59025.16
SUSAN HOWELL	11.96
SWANA	223.00
TACP	150.00
TBI-FISCAL SERVICES	560.00
TENNESSEE FIRE CHIEFS	100.00
TENNESSEE MUNICIPAL LEA	3000.00
TERRY ALEXANDER	22.40
THE BAILEY COMPANY	332.01
THE UNIVERSITY OF TN	200.00
THOMAS MADISON	525.00
TN DEPT OF REVENUE	95.95
TN DEPT OFREVENUE	1360.98
TN DEPT OF SAFETY	855.00

<u>VENDOR</u>	<u>AMOUNT</u>
TN DEPT OF ENIRONMENT	15730.00
TN FIRE SERVICE AND COD	147.05
TN SAFETY & HEALTH COUNCIL	200.00
TONYA S VAN HOOK	352.00
TOWN OF JONESBOROUGH	7950.00
TRACTOR SUPPLY CREDIT	379.99
TRIAD FREIGHTLINER	649.84
TRUCKPRO LLC	334.75
UNITED PARCEL SERVICE	20.51
UNITED WAY	411.00
USA BLUE BOOK	191.46
VERA LOWE	24.00
VERIZON WIRELESS	3249.27
WASH COUNTY HIGHWAY DEP	2913.24
WASHINGTON COUNTY EMERG	5031.00
WASHINGTON COUNTY EMS	70.08
WASHINGTON FARMERS CO-OP	744.04
WASTE MANAGEMENT	5994.32
WESTERN REFUSE & RECYC	2979.98
WHITE'S AUTO PARTS	507.05
WILLIAM BEAGLE	335.00
WILLIAMS ELECTRIC	2255.46
WORLDWIDE – JOHNSON CITY	96.02
WORLDWIDE EQUIPMENT, IN	1400.00
YARD DOGS LAWN CARE	<u>1125.00</u>
	483,915.07

<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
93255-93296 AP	32,317.78		
93297-93336 AP	26,078.10		
93337-93364 AP	54,552.08		
93365-93396 AP	165,452.89		
93397-93411 AP	27,785.29		
93412-93436 AP	23,479.57		
93437-93439 AP	2,507.65		
93440-93466 AP	20,416.73		
93467-93472 AP	5,594.44		
93473-93489 AP	15,550.23		
	373,734.76		
59562-59581 AP		27,268.37	
59582-59593 AP		25,349.21	
59594-59596 AP		44,295.36	
59597-59618 AP		41,143.53	

<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
59619-59623 AP		43,430.00	
59624-59634 AP		11,994.94	
59635 AP		1,250.40	
59636-59644 AP		2,676.49	
59645-59647 AP		1,541.62	
59648-59653 AP		<u>2,322.98</u>	
		201,272.90	
8403-8406 AP			890.36
8407-8410 AP			5,929.26
8411-8416 AP			5,573.88
8417-8418 AP			6,476.24
8419-8420 AP			990.00
8421 AP			1,000.00
8422-8423 AP			28,190.41
8424 AP			46.00
8425 AP			<u>190.00</u>
			49,296.15

3. Approve the following Town Administrator Report:

Wastewater

The Wastewater staff that has been available have been spending a good bit of time working to complete the finishes to the Wastewater Building so it can be occupied and they can move completely out of the Recycling Building. We expect the move into the new building will be initiated with the next ten (10) days. A lot of time has been spent preparing the drive lane and area around the building for pavement and stabilization. This work has been undertaken since we have had some decent weather. The treatment Plant has been operating very well as it does even with a significant amount of I&I. The Wastewater crew found a significant problem at the treatment plant where a water pipe had been leaking associated with the headworks, and the water was heavily scouring along an underground pipe and could not be seen. The leak cut out an underground open trench that was approximately 5 feet wide. The leak had been flowing for quite a while, and eventually the area above would have fallen in. The crew found it constructing a sewer line from the new Wastewater Building to a manhole near the treatment plant.

Industrial Park – We have met with NTREP, County Mayor Joe Grandy, Tysinger (County Engineer), and GRW Engineers to develop a game plan for the location and construction of water and sewer services to the new industry in the Washington County Industrial Park. We are expecting to submit an application in September for funding to the federal Economic Development Administration to

fund the extension of water and sewer service. It is a matching grant and we will work the submittal to include road cost undertaken by the County and/or our force account in construction of the lines ourselves. There is no commitment on the grant or any match obligation until a grant is awarded and a contract is submitted for Board approval. I'll keep the BMA informed along the way.

Sewer Planning – We are working on some long-range planning on sewer improvements impacting certain areas of Town. But the process is slow because we have been so busy. We are seeing a number of developments going through the Planning Commission and these new subdivisions will soon be a priority for construction.

Wastewater Building – I have provided a more detached update by separate correspondence, but we expect Wastewater to occupy their new building by the end of August.

Water

The water system evaluation results were received this week, and we received a score of 99. That is an awesome score, and our staff is doing a great job. A 99 means we have at least a little room for improvement, and we will constantly push to operate more effectively. We are also continuing to work with GRW Engineering on a plan to improve pressure and volume in the northside of Jonesborough and the growth areas adjacent to our town limits.

By-Products Reduction – Our next sampling is in the first of September which will be the warmest quarter of the year. We will be working to ensure we have no slip-ups in our by-product reduction effort.

Water Loss – We had a number of leaks this last month (over 60), and I had a meeting with our water supervisors to see what possibly has changed in our operation. We are working on doing what is necessary to keep our water level consistent in the Persimmon Ridge reservoir. Waterpipe, especially PVC, does not respond well to major fluctuations in pressure. We are trying to see if water tank level fluctuation could be part of our problem with leaks; it is unusual for this time of year.

Water Treatment has been taking steps to eliminate the small number of issues that resulted in our getting a rating of 99. Distribution had zero points subtracted.

Transportation

Smith Lane – Will need to get gravel on the Smith Lane Connector as soon as possible. As always, we are trying to catch up. Note: The Street Department did a great job on paving the Fleet Maintenance Facility lot.

New Hope Road – We have not had the time to focus on the planning of this project, and it will most likely take our active leadership to get it off the ground partnering with the County Highway Department and TDOT.

2nd Ave & Jackson – Trying to work it in the schedule.

Shell Road – I'm keeping this project on the update list so it doesn't get lost in the shuffle. We just can't get to it until other projects are cleared out of the way.

Grants

LPRF Grant – I have talked to TDEC's Recreation Education Services about extending the deadline on our park project behind the Senior Center. It appears the extension will not be a problem, but RES would like to see what progress we can make by this October. We are close to being out of the existing garage and it goes up for bid on GoveDeals.com this coming Monday. The Street Department will start moving fill into the park site.

CDBG Façade Grant – We have started sending in pay request for the Façade Grant based on GRC's structural steel work. We are trying to order doors and windows for the front of the Jackson Theatre, all of which are eligible for Façade Grant funding.

Enhancement Grant – This \$50,000 grant is in the process of being closed out.

Jackson Theatre – The initial structural steel work went extremely well. There was a major concern about the stability of the existing brick walls, especially along the alleyway. The steel is now in place to properly support these walls. We expect to move forward with additional wall support when GRC finishes tying the brick wall into the structural steel already put in place.

Maintenance Buildings Project

We are moving into the Fleet Maintenance Building, and should be in the Wastewater Building by the end of this month.

Dog Park

We hope to have a couple of our staff use equipment that will take out all of the invasives and undergrowth to get the Dog Park area ready for fencing.

Community Meetings

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

4. Approve the following Operations Manager Report:

I am happy to report that we finished the Fleet Maintenance Facility on July 31, 2019. There are a few small things left to do; however, we have begun the process of moving in. We are still waiting on one restroom partition bracket, the street lights for the rear of the building, one set of double doors for the parts room, street lights for the west end of the entrance road and striping.

I will be working with a contractor to have the parking lot striped the second week of August. I will also have that contractor stripe the crosswalk on Main Street at Barkley Creek Park.

The inmate crew will be assisting Cobern in completing the Wastewater Treatment Offices. We will be there no more than a week. Once completed there, we will be moving back to the Stage Door Building.

GRC Construction and Powell Construction was able to lift the steel into the Jackson Theater on July 22. The steel beams were installed along the inside east wall of the building. They are scheduled to begin demolition of the roof on August 05.

We also completed the transfer of fuel from our garage to the Co-op and Fuelman. I will be working toward getting the empty tanks moved to the Wastewater site in the very near future.

I would like to recommend the Town purchase a dedication plaque for the new Fleet Maintenance Facility and the new Wastewater Facility.

5. Approve the following Committee Reports: Jonesborough Board of Zoning Appeals, Jonesborough Planning Commission, Historic Zoning Commission, JRT Board of Directors, McKinney Center Advisory Committee, and McKinney Center Diversity and Inclusion Subcommittee.

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

7. Approve the following Special Event Permit requests:

a. American Cancer Society "Witches Ride" Fundraiser to be held on Saturday, September 28, 2019, from 4:00 p.m. – 6:30 p.m., beginning at Chuckey Depot, down Depot Street to the traffic circle, and back up to Second Ave, subject to the

Town Attorney's review and approval of the Hold-Harmless Agreement and proof of insurance.

A Special Occasion Permit for an after-race party on the Storytelling Center front courtyard with music, beer and candy give-away for children, on the condition the area for beer consumption is set up as is Brews and Tunes with defined boundaries, ABC licensed servers, and proper ID checks for appropriate age and proof of ID review stamps, subject to the Town Attorney's review and approval of the Hold-Harmless Agreement and proof of insurance.

b. We Run Events for the Haunted Half-Marathon and Monster Mile to be held Saturday, October 26, 2019, in the morning with Main Street being closed at 8:00 a.m. and re-opened at noon or such other times determined by the Police Department to be necessary for public safety, from Fox Street to Second Ave, subject to the Police Department concurring on the safety plan for participants along the route, and the Town Attorney's review and approval of the Hold-Harmless Agreement and proof of insurance.

c. Halloween Haunts and Happenings to be held Friday, October 25, 2019, from 6:00 p.m. to 9:00 p.m., with Main Street being closed from Fox Street to Second Ave, beginning at 5:00 p.m. to the end of the event, around 10:00 p.m. In addition, approve delivering of additional trash receptacles in designated places downtown as well as refuse pick-up and street cleaning after the event.

d. A special Music-On-The-Square (MOTS) concert in downtown Jonesborough on the evening of August 22, 2019, with Main Street being closed to through traffic from Fox St. to Second Ave., and with the same support services as a normal MOTS performance night.

e. Chamber of Commerce for the Motorcycle Rally coming to Jonesborough, on Thursday, September 19, 2019, from 6:00 p.m. – 9:00 p.m., with motorcycles being displayed on Main Street, requiring the street to be closed from Fox St. to Second Ave., from around 5:30 p.m., and including the Parsons Table Parking lot to be used for a beverage tent and portable restroom facilities.

A Special Occasion Permit allowing a beer and drink "garden/tent" area to be located in the Parson's Table parking area, with all Special Occasion requirements being met including a designated boundary for alcoholic beverages consumption, ABC licensed serves, proper ID checks, and portable restroom facilities.

8. Approve the 2019 Concessions Agreement with the Persimmon Ridge Soccer Association from August, 2019, through December, 2019, as presented.

INSERT AGREEMENT

9. Approve the lease agreements with RICOH (US Communities State Contract #4400003732 pricing) for copier equipment, supplies and service for the amounts submitted:
 - a. Town Hall – Ricoh Pro C5200s – 60-month lease - \$987.38, black/white copies at .008 cents and color copies at .043 cents.
 - b. Police Department – Ricoh IM C2500 – 48-month lease - \$109.21, black/white copies at .008 cents and color copies at .052 cents.
 - c. Visitor Center – Ricoh IM C3500 – 48-month lease - \$168.13, black/white copies at .008 cents and color copies .052 cents.
 - d. Parks and Recreation – Ricoh IM C2500 – 48-month lease - \$130.57, black/white copies at .008 and color copies at .052 cents.
 - e. McKinney Center – Ricoh IM C2500 – 48-month lease – \$134.45, black/white copies at .008 cents and color copies .052 cents.
 - f. Town Garage – Ricoh IM C2000 – 48-month lease - \$108.80, black/white copies at .008 cents and color copies .052 cents.
 - g. Senior Center – Ricoh IM C4500 – 48-month lease - \$195.67, black/white copies at .0074 cents and color copies .048 cents.

The next item on the agenda was the approval of the Financial Report–Special Projects Accounts. Mayor Vest inquired about the sales tax revenue information. Abbey Miller said that information was not readily available due to the FY2019-2020 budget not being approved. Mayor Vest asked the Aldermen if they had any comments. There being none the motion was made by Alderman Callahan, seconded by Alderman Causey and duly passed to approve the Financial Report–Special Projects Accounts as presented.

Communications from the Mayor was the next item on the agenda. Mayor Vest announced the passing away of retired Town employee Jim Garst, former firefighter, and asked that everyone keep his family in their thoughts and prayers. Mayor Vest announced two upcoming events, (1) Constitution Week Bell Ringing, on Sunday, September 15th, at 1:30 p.m., at Oak Hill School, and (2) the Veterans Day Ceremony, on Sunday, November 10th, at 2:30 p.m., at the Visitor Center. Mayor Vest said Scoop Fest was a success and there were a lot of people in Town for the festival. He said the Fleet Maintenance Building is completed and the crews are in the process of moving into it. Mayor Vest announced that the Jonesborough water system received a 99% score on the water survey from the Tennessee Department of Environment and Conversation. He congratulated Mike McCracken and the Water Distribution staff.

Mayor Vest announced that there will be a joint meeting with the Board of Mayor and Aldermen, the Washington County Commission and the Washington County School Board concerning the Jonesborough school situation, at 6:00 p.m., Thursday, August 15, 2019, at the McKinney Center. He said he feels the proposed plan will be a good thing for the children of Jonesborough.

Mayor Vest read a proclamation for Suicide Prevention Awareness Month, September, 2019, and presented it to Molly Collie, Northeast Regional Director, and Drew Turner of the Northeast Tennessee Suicide Prevention Network.

Insert Proclamation

Mayor Vest asked Glen Woodfin to come forward to accept the August, 2019, Employee of the Month Award. Mayor Wolfe read the following:

I would like to nominate Glen Woodfin of the Street Department for Employee of the month honors for August 2019. By now, Glen is a household word around our town, as you've either worked with Glen, or some type work/task he has accomplished has made an impact on you and/or your department. Glen plays a vital role in the Street Department as Supervisor/Assistant Director, but plays a larger overarching role as an integral part of how things get accomplished in our town. Glen may well be the Webster's Dictionary definition of the words 'can do'. Glen stands ready to accept any challenge. One recent example might be the asphalt paving at the new Fleet Maintenance facility. Folks may only see a large asphalt paver putting down 'black stuff', but there are many, many logistics that must be addressed before the 'black stuff' comes out of the paver. On a typical paving day, Glen assembles the pieces needed to accomplish the paving operation the afternoon before we actually place asphalt. Glen knows which trucks are operational, what drivers we'll have available to drive which truck, how much asphalt each truck can haul, how many trips each truck will make to the asphalt plant, road time, weather, tonnage etc. Meanwhile back at the paving site, all paving equipment is checked out and fueled and lubricated, readied and positioned. The areas to be paved, and the quantities needed are measured and calculated. Those areas are marked out; surfaces prepped. How and where the trucks can enter the paving area is decided beforehand. Even which truck (all trucks haul different quantities) is needed in what area for paving must be decided before paving operations start. Before and after paving, means assembling all the asphalt tools (and cleaning them), making sure the area to be paved is clean and dry, and coordinating about 500 other things on site as this all plays out. Before we send asphalt trucks to the plant at 6:30, Glen and staff are on the job at 6:00 a.m. preparing all these items. Couple asphalt preparation with the maintaining of public works duties, and you have one very busy crew and leader. All that to say this...the next time you drive or walk thru town, please try to notice the efforts put forth to keep our streets clean, paved, maintained, safe and friendly. There is evidence of Glen Woodfin's extreme efforts everywhere you look around town. Festival set up and traffic control, working with JPD during events, flagging operations, fallen tree clean up, asphalt paving, street line painting, storm drainage installation and maintenance, replacement of obsolete signage and on and on.

I don't have enough time and paper to describe the vast duties, and excellent service of Glen Woodfin (and Mayor Vest is happy about this!) Just to say, Glen Woodfin is a part of the fabric of our Jonesborough work 'family'. He gives 110% day in, day out. You can count on that effort always. Glen has made a profound impact on our town operations, and I feel he should be recognized as Employee of the Month.
Submitted by Malcolm Highsmith, Director of Streets

Mayor Vest thanked Mr. Woodfin for all his hard work and asked if he had any comments. Glen Woodfin said he feels that all the departments worked together on the big Fleet Maintenance project and is very proud to be a part of that project. Mr. Woodfin said he appreciates Malcolm Highsmith for nominating him.

Alderman Communications was the next item on the agenda. Mayor Vest asked the Aldermen if they had any comments. Alderman Countermine said he had visited the new Fleet Maintenance Facility and it really is something to be proud of. He said he would like to suggest the Town have an open house for citizens so the people of Jonesborough can see what their taxes are being spent for. Alderman Countermine thanked Operations Manager Craig Ford for his leadership on the project.

Alderman Callahan said Scoop Fest was a really good event and there were a lot of people in Town. He said it is awesome to see our Town come alive and thrive the way it did on Saturday at Scoop Fest. Alderman Callahan said we have a good month coming up and realizes it puts a strain on the Police Dept. and he appreciates Chief Street and all their help. Alderman Countermine commented that the success of Scoop Fest shows what a good organization JAMSA is.

Alderman Dickson asked about the invitation the Board received for the Monty Treadway celebration of life, and asked if Mr. Treadway had passed away. Donna Freeman, Executive Assistant, said Mr. Treadway had passed away several months ago, and they are just now having a celebration of life service. Alderman Dickson said Monty was a really good person. He said every time he went to the Courthouse, Monty always had a kind word, was decent and respectful, and whether he was Property Assessor or County Trustee, he always took the time to speak to him. Alderman Dickson said that meant a lot to him and expressed his condolences to the family.

Town Attorney Comments was the next item on the agenda. Attorney Wheeler said he had nothing new to report. He said he needed to meet with the BMA in Executive Session at the end of the meeting. Mr. Wheeler said the Board will not be asked to take any action so the Regular Meeting can be adjourned and then go into Executive Session.

Mayor Vest asked if there were any citizens who would like to make comments at this time. Mike McCracken, 679 North Cherokee Street, said he was speaking as a Town employee, not a citizen. Mr. McCracken said he wanted to let the Board know how much he appreciates the new Fleet Maintenance Facility and how awesome it is. He said it has turned out a lot better than the he thought it would, and he didn't realize

how nice it would be until they moved in it. Mr. McCracken said all the departments worked so hard together; when the asphalt was put down, it was 90 – 95 degrees, and he feels it brought all the departments closer together. He said two others played a hand in the new facility: Ben Grizzle who passed away September 21, 2018, and he thinks of him quite often for helping to lay the ground work, and Gary Lykins who left the Town last year to teach at David Crockett High School who played a big part in the ground work also. Mr. McCracken said if you haven't been to see the new facility, you really should go. He said last month they were scheduling a meeting with the County Mayor on some issues at the Industrial Park and he asked Mr. Browning if they could have the meeting in the conference room at the new facility, so this Wednesday, August 14th, at 10:00 a.m., they are going to hold their first meeting in that conference room with the County Mayor and representatives of other utilities on how to move forward in the industrial park. Mr. McCracken said he wanted to thank Operations Manager Craig Ford for being patient with the crews and for all he has done for them. Mayor Vest said Craig Ford recommended in his report that the Town purchase a dedication plaque for that facility, and asked if that was something staff was looking to do. Bob Browning said it was.

Ignacy Fonberg, 316 South Cherokee Street, asked if the Town is doing all it can to make the Town as safe as possible during the Storytelling Festival in October. He said he feels the Festival might be a great opportunity for someone to come in and shoot people, and wondered if the Town is thinking about this. Mayor Vest said this is something Craig Ford and Chief Street always think about, and no matter what we have going on, we are always concerned. Mayor Vest thanked Mr. Fonberg for his concern and comments.

Frances Lamberts, 113 Ridge Lane, expressed her concern about safety issues at special events, especially the Storytelling Festival, where there are large gatherings of people sitting in tents. Ms. Lamberts said she was personally afraid of what could happen and thinks American citizens should and do have the right to be free from the threat of having their lives taken in churches, theaters, public buildings, parks, shopping malls and any place through senseless killing with military assault weapons. Ms. Lamberts encouraged the BMA to think about the safety of the people who come to the festival and to show support for stronger gun control legislation at the State and Federal levels, and that certain types of weapons be reserved for the military instead of millions of people on the street who could possibly go on a shooting rampage. She said that is her real fear and she hopes for special planning on the Town's part with regard to the Storytelling Festival. She thanked the Board for all the things they do to make this Town a place where people can feel happy and safe. Ms. Lamberts said this is a new and very important issue. Mayor Vest thanked Frances Lamberts for her comments and stated we take security at our events very seriously because most of us and our families attend many of the events downtown, and he understands what she is saying. He said the Board invests a lot of money in our public safety and will continue do that and will be even more vigilant going forward.

Dona Lewis, 116 Franklin Ave, thanked the Town for their support of Scoop Fest which was a great success. She said JAMSA sold 500 packs of tickets which equated to 7,500 scoops of ice cream; it was a great event, and they were blessed with great weather, and she just wanted to say thank you to all who participated. Ms. Lewis said she wanted to publicly thank Matt Townsend and his crew for weed-eating the bank across from her house on Franklin Ave. She said they worked very hard in the hot sun, and it is very much appreciated. Craig Ford said they are trying a new “no mow” grass at the Fleet Maintenance Facility which they have been told is not supposed to grow more than 12” in height throughout the growing season. He said it was going really well until the Johnson grass took over; we continue to experiment with those type of grasses on steep banks.

The first item under Old Business was second and final reading of the Ordinance for FY2018-19 Budget Amendments for the General Fund, Drug Fund and Solid Waste Fund. Mayor Vest asked the Aldermen if they had comments. There being none, Alderman Countermine made the motion to approve on second and final reading the Ordinance for FY2018-19 Budget Amendments for the General Fund, Drug Fund and Solid Waste Fund. The motion was seconded by Alderman Callahan and duly passed.

INSERT ORDINANCE

The next item on the agenda was second and final reading of an Ordinance amending the Jonesborough Beer Ordinance to allow additional on-premise hours for a brewery operation. Mayor Vest asked the Aldermen if they had comments. There being none, Alderman Callahan made the motion to approve on second and final reading the Ordinance amending Jonesborough’s Beer Ordinance to allow beer manufacturers within the corporate limits of Jonesborough to obtain an On-Premise Beer Permit to sell their products with the hours of operation the same as any establishment in Jonesborough with an On-Premise Beer Permit but without mixed drink requirements. Alderman Causey seconded the motion, and it was duly passed.

INSERT ORDINANCE

The next item on the agenda was second and final reading of an Ordinance to de-annex certain property along Vines Drive. Mayor Vest asked the Aldermen if they had comments. There being none, Alderman Countermine made the motion to approve on second and final reading an Ordinance removing a 20 ft. by 181.4 ft. portion of Parcel 29.07 on Washington County Tax Map O60 located along Vines Drive out of the corporate boundaries of the Town of Jonesborough. The motion was seconded by Alderman Dickson and duly passed.

INSERT ORDINANCE

The first item under New Business was approval of a Sign Location Agreement with K-VAT Corporation (Food City) to be located in the Town right-of-way off North Forest Drive at SR-354 (Boones Creek Road). Mayor Vest said Food City has always

had the desire to have a sign down toward Boones Creek Road which is heavily traveled. He said it should help all those businesses up Forest Drive at the Food City development. He asked the Aldermen if they had any comments or questions. There were no comments. Mayor Vest asked Bob Browning if there was anything additional the BMA needed to know about this request. Mr. Browning said this came up quite a while ago; Food City has been very patient because we ended up putting the request on hold with the TDOT SR-34/SR-354 intersection improvement project that extended out to the intersection with N. Forest Drive. He said part of the issue for the Town was determining what was State right-of-way and what might be Town right-of-way because we didn't have any documentation. He said he had a conversation with the Excess Property Division of TDOT; they took a long time but finally got back to him to say that they viewed it as a spilt right-of-way and that there was space beyond the State's right-of-way between the Friday heirs' property that the Town owned. Mr. Browning said it has come to the BMA just for authorization because there is no sense talking to Food City unless the Board is willing to enter into an agreement to allow Food City to come back with a sign plan to the Planning Commission. Mayor Vest asked the Aldermen if they had any comments, and if not, it sounds like something the Town needs to do. Attorney Wheeler said he would like to recommend that the specific finding required by Ordinance be added to the motion that the BMA is requesting this after it determined that placement of directional signage is in the best interest of the general public; that needs to be in the minutes. Mayor Vest asked that Mr. Wheeler's recommendation be added to Mr. Browning's recommendation. Mayor Vest called for the motion. Alderman Causey made the motion to approve a sign paid for and installed by K-VAT Food Stores, Inc. (Food City) to be located on Town right-of-way off N. Forest Drive at SR-354 that meets the sign criteria established for a B-3 zone with the exact location being determined by the Director of Streets in order to avoid any utilities, along with the sign design being approved by the Jonesborough Planning Commission which will include the ability to advertise additional commercial (existing and/or future) establishments along N. Forest Drive to the extent feasible, having been determined that the placement of the directional signage is in the best interest of the general public. The motion was seconded by Alderman Callahan and duly passed.

The next item on the agenda concerned a request by Jonesborough Locally Grown to amend their 2019 Special Occasion Permit associated with the Thursday evening dinners at the Boone Street Market to allow the Market to hold dinners with on-premise beer consumption other nights of the week. Mr. Browning pointed out that this would be under the guidelines established for any establishment having an on-premise permit, and the boundary containment would be required anytime Boone Street Market holds a dinner outside with beer consumption. Mayor Vest asked the Aldermen if they had any comments. There being none, Alderman Countermine made the motion to approve the amendment to the Special Occasion Permit previously issued to Boone Street Market for 2019 with the change allowing the Market to hold dinners with consumption of beer products sold in the store other nights of the week in addition to Thursdays under the guidelines previously established. The motion was seconded by Alderman Callahan and duly passed.

The next item on the agenda was first reading of an Ordinance amending Section 8-107 Weeds Overgrown and Dirty Lots of the Health and Sanitation section of the Jonesborough Municipal Code. Mayor Vest said when driving around Town you will see someone, for whatever reason, who has allowed his or her lot to get really overgrown, messy and junk everywhere which really diminishes the value of the neighbors' property. He said at times it has to be addressed, and we are trying to improve how the Town addresses this issue; a lot of times it ends up being a piece of property that somebody owns and they move away and just forget about it. Mayor Vest asked Operations Manager Craig Ford to speak on what he thinks about this. Mr. Ford said the proposed amended Ordinance goes a long way toward fixing some of the issues that we have, but he thinks there are some things we can do to improve it even more. Mr. Ford said as the Ordinance is written, you typically send the property owner a letter or notice and then you send them a second notice and, in the meantime, nothing gets done, which is frustrating to the people who live in the neighborhood and have to look at it every day. He said he thinks the recommendation that Mr. Browning has presented is really good as far as posting a notice. Mr. Ford said he feels we can improve the time factor. He said officers write traffic citations almost on a daily basis that they refer to as compliance violations which could be for a broken windshield or tail light, tags that are expired and those type of things. Mr. Ford said typically the officer writes that citation in hopes that the individual is going to comply by having whatever the violation is fixed prior to going to Court and then can show the Judge that it has been fixed, and 99% of the time the violation gets dismissed. He said part of the problem in trying to send notices out is that it is nearly impossible for us to track because we don't have a system to track those letters. Mr. Ford said officers work different shifts and the majority of the time the way our shifts work, officers are scheduled to work day shift Monday through Thursday. He said typically when those officers write a citation, they are scheduling the court date for the next time he or she is working Thursday day shift which is a month later; so, when they write that citation, they are typically giving the violator a month to come into compliance as well. Mr. Ford said there are times when you have financial institutions/banks that have foreclosed on properties and the people have moved out. He said obviously you can't cite a bank into court because you typically don't know where they are located. He said if we have officers on patrol and they see these properties that are in violation, there is no reason why they can't stop and knock on the door and write the individual a citation right then and there and tell them that if they get the property into compliance by this Court date, odds are the Judge will dismiss the case. He said our Municipal Court doesn't have a lot of teeth other than being able to fine someone \$50 a day, so then you have a situation where a property owner doesn't comply and doesn't pay the fines and then we have to get the Town Attorney involved and you end up in Chancery Court which could possibly take three to six months. Mr. Ford said by the time all the papers are drawn up, you are almost a year at that point from start to finish. He said there is no reason any duly sworn officer in the Town of Jonesborough cannot see a property that is clearly in violation of this Ordinance, knock on the door and issue a citation and even put the Ordinance violation sign in the yard which would give the violator until the court date to comply, and if so, then hopefully at that point the judge would dismiss it. Mr. Ford said that is what we are after; we are not after fining people; we are not after money any more than we are when a vehicle has

some kind of violation; what we are trying to do is get that property owner to comply. Alderman Countermine asked what would you do in the case of a bank foreclosure. Mr. Ford said in that situation about the only thing we can do is send a certified letter, if you could find out where the mortgage company is; if it is a local bank, we can work with them; if it is a bank located out-of-state, they could care less whether the yard is mowed in Jonesborough, and are just trying to collect their money. He said in the meantime the people that live in that neighborhood have to look at the eyesore. Mr. Ford said they get a lot of complaints in the Police Department on these Ordinances, and he is sure the Aldermen get complaints, too. He said we could cut weeks off the process if we could issue citations directly to individuals when the violation is noted by the officers who are on patrol, and that is immediately downloaded into our computer system because a citation was issued, and then we can track that better by issuing a citation as opposed to the Code Enforcement Officer sending certified letters. Bob Browning said he had a conversation with Attorney Wheeler about that issue and there is another side of that from the standpoint of looking at Ordinances from other towns. He said almost all of them start with a notice to the property owner. Mr. Browning said if you look at the current weed control Ordinance, it gives five days to comply, and the problem with that is property owners who do not live in Town. He said if they live in Florida, for instance, under the amended Ordinance we send them a letter notifying them that they have ten days to clean up their property and post a sign that the property owner is in violation; then at the end of that ten days the Town has the authority at that point to have a contractor go in and cut the grass or clean up the property. He said if you issue a citation, then you have to wait for the court date for the property owner to appear before our Municipal Judge who may or may not give the owner ten days to become compliant. Mr. Browning said he views the amended Ordinance to actually expedite that process because if we send the letter and post a violation sign on the property, whether they get the letter or not, then the neighbors know that the Town is doing something about it. He said at the end of ten days, the Town can get a contractor to come in and cut the grass or clean-up the property. Mr. Browning said one of the important things in the change to the Ordinance is that the cost of the clean-up references that the Town will come back with a formula that calculates the cost of hiring a contractor, police officer time, and staff time that we can then apply to a property owner's property tax; we have not done this in the past, and we have determined that it is legal and this is a big step in our being able to collect the money that the Town expends to fix the problem. He said the easiest way to get it done quickly is for us to put a contractor in there and just cut the grass instead of arguing for weeks and weeks. Mr. Browning said he agrees with what Mr. Ford is saying as far as it has been an on-going problem that goes on and on and people don't understand why the Town doesn't do a better job of trying to get something done. He said he feels that the letter to the owner and the ability to send a contractor in there after ten days is about as fast as we can do it. He said if we end up in a higher court, that letter going out giving the owner an official opportunity to fix the problem strengthens our ability to go to a higher court and win if that is where we end up. Mr. Ford said he questions the legality of the process, and he is not trying to step on Attorney Wheeler's toes, but he thinks there is a big difference between a property that has been abandoned and a property that is being occupied. He said he would have a hard time going on someone's property or sending a contractor to mow it when the only contact

with the Town is a certified letter mailed to them without giving them the opportunity to come to court. Mayor Vest said certainly it seems when you post that sign when they are out of compliance, there should be some contact with the owner. He said his thought is we have an issue with people who move away and let their property become overgrown. He asked if there is something different, we can do for an occupied property versus one that is vacant. Mayor Vest said the fine or the charge for the cleanup needs to be healthy enough to where the owner won't let it happen again. He said to him the fees need to be enough that if it gets applied to their taxes, they are going to feel it and not come back a second and third time; the charge needs to be aggressive. Mr. Ford said there is a tremendous amount of time spent in the Police Department on these very minor Ordinances, but again, if it is in your neighborhood, it's not minor to you; unfortunately, all our Municipal Court can do is fine \$50 per day that the owner is out of compliance. Mayor Vest said what we are looking at is for first reading but it sounds like we need to determine what those costs are. He said his direction is that the cost formula needs to be aggressive and firm enough to prevent a second occurrence, and if there is a way to treat non-occupied property versus occupied property, to look at that because a lot of those out-of-state owners who let their property get in that condition don't really care. Mr. Ford said we have a particular property owner that we have dealt with since 1999, and there are some of those that you just continually deal with and a lot of times the only solution is to wind up in Chancery Court and a Chancellor can issue an order that actually could eventually lead to that individual being incarcerated for violating the Judge's order. He said going back to what Mr. Browning said with the letter and sign, after ten days we could immediately take action, and as far as he is concerned, the problem is solved. He said what he was trying to do with the citation process was to expedite the process and not send out two or three letters that state the offender has so many days to clean up the property or else. Mayor Vest said it sounds like we all have a common goal. Mr. Browning said we will continue to look at the best way to accomplish our goal. Mayor Vest asked the Aldermen if they had any comments. Alderman Callahan asked if on second reading we can deal with the criteria and costs. Mayor Vest said we can approve this on first reading which will allow us to work together to make changes that will be addressed on second reading. Alderman Countermine asked if there were any citizens present that have had this happen to them. Jeff Dupre, 201 West Woodrow, asked if this Ordinance could follow the Ordinance addressing demolition by neglect which specifically deals with properties in the historic district, but the same principal applies if someone has abandoned property or does not follow through with cleaning up a property and it continues to deteriorate. Mr. Dupre said the Town can go in and secure it and put a lien against the property. Mr. Browning said the problem with demolition by neglect is that process is a very tedious and long process to go through, but has been very beneficial the few times it has been used in Town. He said part of this whole discussion is how to expedite the process so that the general public knows the Town is working on the problem. Mr. Browning said the critical part of it is posting a sign on the property which is notification to the owner of record (not a tenant) that the owner has a responsibility to pay attention to that property. He said when a sign is posted, that is giving them notice and if they don't fix it in ten days, then the Town has a right to move forward. Mr. Dupre said he knows of at least three properties on Woodrow that have been in a family or owned by some organization

for so long that you would never find someone to stand up and say they are the owner. He said one of them is the AME Zion Church, and when he has talked with someone from the church, they don't know how to sell it or buy it or do anything with it. Mr. Dupre said in other cases, property has been in the same family for two or three generations and one of the generations doesn't really have the legal right to do anything. Mr. Browning said it is an issue for the Town to determine who the owner of record is and who to send the letter to, and that is one of the reasons we post a sign on the property because regardless of the details of who owns that property, then whoever is responsible is supposed to be paying attention. Mayor Vest thanked Jeff Dupre for his comments. Mayor Vest said it looks like we are heading in the right direction and asked that this get approved on first reading so we can have a second reading next month and can hopefully have a solution to this problem. Alderman Callahan made the motion to approve on first reading an Ordinance amending Section 8-107 of the Jonesborough Municipal Code in its entirety, strengthening the provisions governing the control of high grass and vegetative growth on private property that presents a safety or health hazard to the general public, seconded by Alderman Causey, and duly passed.

INSERT ORDINANCE

Mayor Vest said the next item concerning a Resolution amending the Personnel Policy related to payment of employee sick leave at retirement will be brought back at a later date.

There being no further business, the meeting was duly adjourned and the Board went into Executive Session.

ABBHEY MILLER, RECORDER

CHUCK VEST, MAYOR