

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

AUGUST 26, 2021

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Thursday, August 26, 2021, at 8:00 a.m. at the McKinney Center, 103 Franklin Avenue, Jonesborough, TN.

The first item on the Public Hearing agenda was the adoption of the Annual General Fund, Solid Waste Fund, and Drug Fund Budgets and Setting the Property Tax Rate for the Fiscal Year beginning July 1, 2021, and ending June 30, 2022. There were no comments.

The next item on the Public Hearing agenda was Establishing Garbage and Refuse Collection Fees for Fiscal Year 2021-2022. There were no comments.

The next item on the Public Hearing agenda was Establishing Water/Sewer Rates for Fiscal Year 2021-2022. There were no comments.

The Public Hearing was closed.

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ABBAY MILLER, RECORDER

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CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

CALLED MEETING

AUGUST 26, 2021

The Board of Mayor and Aldermen (BMA) met in a Called Meeting on Thursday, August 26, 2021, at 8:00 a.m., at the McKinney Center, 103 Franklin Ave, Jonesborough, TN.

Mayor Chuck Vest called the meeting to order. Alderman Dickson led the group in an opening Prayer, and Mayor Vest 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 first item on the agenda was second and final reading of an Ordinance of the Town of Jonesborough, Tennessee, adopting the Annual General Fund, Solid Waste Fund, and Drug Fund Budgets and Setting the Property Tax Rate for the Fiscal Year Beginning July 1, 2021, and ending June 30, 2022.

Alderman Countermine asked if there were any changes from the first reading. Glenn Rosenoff said between first reading and this meeting the 3% increase in employee wages across the board is still in the budget. Mr. Rosenoff said staff was asked to look at the differences between 3%, 4%, and 5% increases, look at the potential of employee bonuses, and also to look at the Grade 1 and Grade 2 positions transitioning to Grade 3. Mr. Rosenoff said his initial recommendation was to simply approve on second reading what was approved on first reading, but since that time, having dialogue back and forth, he thinks we need to discuss some of the proposed compensation changes before the Board actually adopts the budget on second reading. Mr. Rosenoff said in looking at transitioning all employees in Grades 1 and 2 positions to Grade 3. there was a difference in the General Fund of a little over \$21,000, Solid Waste was just shy of \$1,700, and Water/Sewer was a little over \$21,000, for a grand total of \$44,347, including payroll taxes and retirement, and the retirement only affects the full-time positions and not the part-time positions. Glenn Rosenoff said he would like to discuss employee bonuses and the October 1<sup>st</sup> employee holiday that was designated if the Storytelling Festival took place live, but the festival will now take place virtually due to Covid. He said in looking at two or three ideas regarding that, one idea is to not have that holiday or possibly to take it at a different time. Mr. Rosenoff said there were some suggestions given as far as a \$500 bonus for all full-time employees and different options for part-time employees based on their weekly hours worked. He said the bonuses could be paid around Thanksgiving in order for employees to use the money for Christmas.

Mayor Vest said in the budget meeting the Board discussed moving employees in Grade 1 and Grade 2 into Grade 3, and that is really something they have wanted to do for a while to increase the Town's starting pay, and any employee in Grades 1 and 2 will get moved to Grade 3. Mr. Rosenoff said in talking with Craig Ford when there was talk about the minimum wage possibly going to \$15, that started the wheels turning as to the position the Town was in as far as our starting pay. He said this move would leverage the Town better with the continued talks of increasing minimum wage. Mayor Vest asked if that was accounted for in the budget. Mr. Rosenoff said it would need to be added, so whatever is added would be reflected in the minutes and at the same time he and Abbey Miller would adjust the budgets, and then they would provide Board members with copies of the finalized budget upon approval by the Board. Mayor Vest proposed first to move all employees in Grade 1 and Grade 2 into Grade 3, and asked the Aldermen if they had any comments. The consensus of the Aldermen was that it

was a great plan. Alderman Causey made the motion to move employees in Grade 1 and Grade 2 into Grade 3, seconded Alderman Countermine, and duly passed.

Mayor Vest said the next item to be discussed was an employee bonus payout around Thanksgiving in addition to the 3% pay increase. He said the bonus will be an equal amount across the board, so the employees in the lower pay scale will get a little more percentage-wise than those in the upper pay scale. Mayor Vest asked the Aldermen if they had any comments about the bonus proposal to be paid around Thanksgiving. Alderman Countermine said he thinks it is a good idea, and Alderman Dickson said he agreed, especially with the Storytelling Festival being held virtually. Mayor Vest said he agreed and asked Alderman Causey if she had any comments. Alderman Causey said she agrees the bonus is a great idea; she suggested a breakfast to be held for all employees to give this bonus to them all at one time, and maybe have Board members there as well because this is something special, and it may be a one-time thing that we never do again. Mayor Vest said he agreed because inflation has increased a lot, and the cost of food is up, the cost of fuel is up, and 3% helps keep up somewhat with the increased costs, but a bonus helps with that cause as well. Mayor Vest said it sounds like there is support for the bonuses and called for a motion to approve the bonuses getting added to the budget. Glenn Rosenoff asked the Mayor if the Board wanted to address the differences in the part-time positions because right now the recommendation is at \$150 for part-time employees. Mr. Rosenoff said one factor to consider is that we have part-time employees who work 28 hours, 20 hours, and 10 hours. Mayor Vest suggested that they pay \$250 for 28-hour employees, and part-time below that receive \$150, and full-time employees receive \$500. Alderman Causey said what she had discussed with Operations Manager Craig Ford is \$500 for full-time, \$250 for 28 hours, \$200 for 20 hours, and \$100 for 10 hours because several of the 10-hour part-time employees are rotating. Mayor Vest, Alderman Countermine, and Alderman Dickson concurred with Alderman Causey's bonus proposal. Alderman Causey made the motion to approve bonuses as follows: \$500 for full-time employees, \$250 for 28-hour part-time employees, \$200 for 20-hour part-time employees, and \$100 for 10-hour part-time employees, and to have an employee breakfast to present the bonuses. Alderman Dickson seconded the motion, and it was passed unanimously.

Mayor Vest asked if the Solid Waste Fund was affected by the dumpster rate change, and if it needed to be voted on. Glenn Rosenoff said it did. Mayor Vest said in the Solid Waste Fund we are adding two part-time employees in Recycling which will increase the budget approximately \$50,000. Mr. Rosenoff apologized and said the Board could go ahead and vote on the adoption of the General Fund, Solid Waste Fund, and Drug Fund Budgets and Setting the Property Tax Rate for the FY21-22. Mayor Vest called for a motion to accept the recommendation to approve the Ordinance adopting the General Fund, Solid Waste Fund, and Drug Fund Budgets and Setting the Property Tax Rate at \$1.20 for the Fiscal Year beginning July 1, 2021, and ending June 30, 2022. Alderman Countermine made the motion to approve on second and final reading the Ordinance adopting the General Fund, Solid Waste Fund, and Drug Fund Budgets and Setting the Property Tax Rate at \$1.20 for the Fiscal Year beginning July 1, 2021, and ending June 30, 2022 and with the changes as discussed and voted on, and seconded

by Alderman Dickson. Mayor Vest asked if there was any further discussion. Alderman Dickson noted the amendments and said he would like to see, as the Board had talked about, the appropriations for the non-profits in the community be reconsidered and inquired about the Jonesborough Community Chest. Glenn Rosenoff said he is reaching out to the different non-profits that Board members have discussed to set up individual times with them to go over their finances and requests and will report back to the Board. Upon call of the roll, the motion was duly passed.

## **INSERT ORDINANCE**

The next item for discussion was second and final reading of an Ordinance Establishing Garbage and Refuse Collection Fees for Fiscal Year 2021-2022. Mayor Vest said the resident fees will be the same as they were on first reading, and the dumpster fee rates have been looked at for commercial users, and we have had some increase costs in that area, especially on the cost of dumpsters and costs in general. Mayor Vest said the thought was that in increasing the resident fees, we needed to look at dumpster fees and the recommendation is to increase the rate by \$10 per dumpster per month. Mayor Vest asked the Town Administrator if there was anything he wanted to address on that. Glenn Rosenoff said the next step is to look at the overall different containers, but one significant effect, due to the pandemic, is nearly a 130% increase in container cost from \$700 for an individual container to \$1,600. He said those are things that we have to really pay attention to because it is a steel container and the cost of steel has increased tremendously. Mr. Rosenoff said the next step is to study, especially on the commercial side, rates in the region and to come back to the Board with a comprehensive report. He said what is being proposed today is what staff is recommending. Mr. Rosenoff said in regards to the rental rate of dumpsters, which is not part of the Ordinance, is currently \$30 per month, and staff is recommending to increase that to \$50 per month which is very competitive with neighboring communities. Mayor Vest said just the cost of taking our refuse to collection points is more expensive now. Mr. Rosenoff said that is another thing staff is looking into is the amount of waste that is transported, and we are expecting a substantial increase in these rates in August of 2022, with Waste Management. Mayor Vest asked the Aldermen if they had any comments or questions. Alderman Causey asked if there was a target as to when recycling is going to start being picked up again. Operations Manager Craig Ford said obviously we had to wait for final approval of the budget, and once that is done, then we can advertise for the employees and start back as quickly as we can get the employees hired. Glenn Rosenoff asked Jeff Thomas, Solid Waste and Recycling Director, if he had any comments. Jeff Thomas said once we get the staff on board, a letter should be sent out to the community to let them know the date we will begin the recycling program again. Mr. Thomas said they have discussed putting in information about recyclables because we don't want to be subject to contamination issues like we have had in the past. Mr. Rosenoff said we can start working on that and the stronger we encourage recycling, the more it is going to help us when those tipping rates start increasing a year from now. Mayor Vest called for a motion. Alderman Countermine made the motion to approve on second and final reading an Ordinance Establishing Garbage and Refuse

Collection Fees for Fiscal Year 2021-2022, and to increase the dumpster rental rate to \$50 per month per dumpster, seconded by Alderman Causey, and duly passed.

### **INSERT ORDINANCE**

The next item for discussion was second and final reading of an Ordinance Establishing Water/Sewer rates for Fiscal Year 2021-2022. Mayor Vest said the Ordinance remains the same as on first reading with no increases in rates and asked the Aldermen if they had any comments or discussion. There being none, Alderman Causey made the motion, seconded by Alderman Dickson, to approve on second and final reading an Ordinance Establishing Water/Sewer rates for Fiscal Year 2021-2022. The motion was duly passed.

### **INSERT ORDINANCE**

The next item for discussion was approval of a Resolution Establishing a Budget for the Water/Sewer Fund for Fiscal Year Ending June 30, 2022. Glenn Rosenoff said that when the motion is made to approve the Resolution, they are also accepting the changes that were voted on earlier regarding Employee Compensation. Mayor Vest asked the Aldermen if they had any comments. There being none, Alderman Countermine made the motion, seconded by Alderman Causey, to approve a Resolution Establishing a Budget for the Water/Sewer Fund for Fiscal Year Ending June 30, 2022, including the changes that were approved regarding employee compensation. The motion was duly passed.

### **INSERT RESOLUTION**

The next item for discussion was approval of the FY21-22 Employee Compensation Plan. Mayor Vest said the BMA has already touched on most of this with the 3% increase, moving employees in Grades 1 and 2 to Grade 3, and still leave the Grades 1 and 2 on the Compensation Plan. Mayor Vest asked Glenn Rosenoff if there was anything that needed to be discussed concerning the Compensation Plan. Mr. Rosenoff said the only thing is the commitment to study the overall Compensation Plan for the entire organization and bring back reports to the Board based on different positions and pay rates. Mayor Vest asked the Aldermen to add to the motion to direct staff to research the Town's Compensation Plan and make sure we are keeping up with the area. Mayor Vest asked if there was a motion for approval. Alderman Causey made the motion to approve the FY21-22 Employee Compensation Plan and to direct staff to research the Town's current Compensation Plan and bring the results back to the Board. Alderman Dickson seconded the motion, and it was duly passed.

Mayor Vest said we have our new budget and have accomplished some good things especially on the Employee Compensation Plan. Mayor Vest said he appreciates the Aldermen approving that and staff working on it; there was a lot of time spent on this, and it is a really good budget.

Glenn Rosenoff said he just wanted to thank the Department Heads for providing sound budgets for him to review and added that Town staff does a great job in particular being very conservative with their numbers and projections. Mr. Rosenoff said just working with Craig Ford and Abbey Miller is a great team approach with the countless hours of mulling over this information, listening to staff and to him, changing positions a little bit and having to pivot some. Mr. Rosenoff thanked the Board of Mayor and Aldermen for supporting the employees and supporting the plan for the FY21-22 budget and passing what was presented and looking out for our employees. Mayor Vest said one thing is that when you look out for employees, in a sense you are also taking care of our residents, and when you hire good people and you take care of your good people, then they go out and take care of the residents and that is priority one which is a win for our staff and our residents, too. Alderman Causey said she would like to say one more thing on the bonuses, she feels that all employees on the payroll at the time that the bonuses are given, should get the bonus regardless of when they were hired.

Mayor Vest adjourned the meeting.

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ABBEY MILLER, RECORDER

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CHUCK VEST, MAYOR