

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

AUGUST 7, 2023

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Monday, August 7, 2023, at 7:00 p.m. at Town Hall, 123 Boone Street, Jonesborough, TN.

The first item on the Public Hearing agenda was an Ordinance to amend the Town of Jonesborough Municipal Code, Title 9, Entitled "Motor Vehicles and Traffic" by Deleting Chapter 5 Parking in its Entirety and Replacing it with a new Chapter 5. Mayor Vest asked if there were any comments and there were none.

The Public Hearing was closed.

ROBERT ANDERSON, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

AUGUST 7, 2023

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, August 7, 2023, 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 Gary McAllister led the pledge to the Flag.

Upon call of the roll those present were: Mayor Chuck Vest, Alderman Virginia Causey, Alderman Terry Countermine, Alderman Adam Dickson, and Alderman Kelly Wolfe. Also present were: Town Administrator Glenn Rosenoff, Town Recorder Robert Anderson, Operations Manager Craig Ford, and Matthew Musgrove, Associate of 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 for discussion and there none. Alderman Wolfe made the motion, seconded by Alderman Causey and duly passed, to approve the following items on the Consent Agenda:

1. Approve the following bills for payment:

Insert Payment

2. Approve the following Town Administrator Report:

Insert Report

3. Approve the following Operations Manager Report:

Insert Report

4. Approve the following Supervisor Reports: McKinney Center, MBM Program Director, Director of Tourism and Main Street, Utility Manager, Water Quality Department, Water Distribution, Environmental Services/Wastewater, Water Treatment, Solid Waste and Recycling, Fire Department, Street Department, Animal Control, Marketing and Promotions Coordinator, Building Inspector, Visitor Center Manager, Senior Center, Police Department, and Director of Special Events.

5. Declaration of the following Town equipment as surplus: a service truck bed that has rusting flooring to be sold on GovDeals and six new children's tables through a direct sale to a public school system.

6. Approve an Excess Material Dumping Policy including a Dump Site Agreement, as presented.

INSERT AGREEMENT

7. Approve a Record Retention Policy, as presented.

INSERT POLICY

8. Approve Change Order No. 1 from Merkel Brothers Construction in the amount of \$67,589.80. for the Northern Loop improvements (North Cherokee Water System Improvements (the total cost of the project was \$1,346,184.00. Change Order No. 1 was submitted to the town and it reduces the overall cost of the project by \$67,589.80, and provides for a final contract in the amount of \$1,278,594.20); and approve final payment to Merkel Brothers Construction, Inc. in the amount of \$69,367.51 which includes the retainage in the amount of \$63,643.51.

9. Approve the change order with GRC Construction adding \$960,000 (not to exceed) of work to be performed by Appalachian Light and Production under GRC's scope of work for a 2% fee (\$19,200) and authorize the Town Mayor or Administrator to sign the AIA Change Order document as soon as it is made available by the architect.

The next item on the agenda was the approval of the Financial Report. Mayor Vest called for a motion to accept the Financial Report. Alderman Countermine made the motion to approve the Financial Report as presented, seconded by Alderman Dickson and duly passed.

Communications from the Mayor was the next item on the agenda. Mayor Vest introduced Dana Jones Certified Administrator, Washington County Election Commission and Gary McAllister, Chairman of the Washington County Election Commission. Dana Jones gave a presentation on their new pilot program for Washington County voting centers. Ms. Jones said in 2022 they had 23 precincts and three of those precincts were in one location, and their number one complaint on election day is they were at the wrong precinct because they were redistricted; and then they would have to go some place else to vote. Ms. Jones said they are now going to have 20 voting centers, and voters can now go vote at a precinct closest to their home. Ms. Jones said they have done the highway studies and all the planning. Dana Jones said the paper work for the Election Office is greatly reduced after an election, and they will be able to get elections certified much quicker and get the numbers out to the people of Tennessee. Ms. Jones said they have received unanimous support from both parties in Washington County, the Mayors and the County Commission. Dana Jones said they are grateful for the support that the BMA has given due and for making it possible for the Visitor Center and the Middle School going with BrightRidge, which is not internet but direct hardline cable. Ms. Jones said it is their own cable and nobody else can get on it and it is a very safe system that people can vote on and their vote will not be diluted and every legal vote will be counted as is cast. Ms. Jones said they would have 160 voting machines in 2024 and they are hoping to add an additional 20 machines by the time of the 2024 presidential primary. Dana Jones expressed her gratitude and support of the Jonesborough Board of Mayor and Aldermen. Mayor Vest thanked Dana Jones and Gary McAllister for the update.

Mayor Vest expressed his appreciation to Police Chief Matt Rice and the Police Officers for the hard work and efforts in regard to the drug bust at the car wash located on East Jackson Blvd. Mayor Vest announced that Curtis and Carol Johnston have purchased the Eureka Hotel. Mayor Vest said there was a huge turnout for the Harry Potter event in spite of the weather and thanked Town staff for all their work in making it a great event. Mayor Vest said there are two new businesses in town, The Opossums Tale Restaurant, 103 Fox Street and First Class Floral Design, 137 East Main Street (former GiGi's Pantry location).

Mayor Vest asked David Gillenwater to come forward for the August 2023 Employee of the Month Award. Mayor Vest read the following:

I would like to nominate David Gillenwater for Employee of the Month. David has worked for the Town of Jonesborough for 11 years. David does an excellent job of caring for the senior center and Lincoln Park. The pride he puts into all he does is a huge reason the senior center will look brand new, seven and a half years later. He works very hard to maintain the center both inside and out, and the above and beyond he gives comes from the heart. He cares about our members' experience while they are here and he is always willing to lend a hand, jump start a car, whatever is needed. David never says that is not my job, he is a team player. In fact, David serves as our chef for the Café Connection program. On Wednesdays each week, the senior center provides a home-cooked meal prepared in our kitchen. As we are working to change the dining experience for seniors, he makes this program a positive experience for our members. David works diligently maintaining the grounds of the senior center and now Lincoln Park; weeding, spraying, watering. He has jumped right in to help with plant care and staking trees. He helps with our Master Gardener's with the gardening efforts. David works well with everyone in the office, and I have never heard David get frustrated with anyone needing his help. He exemplifies the attitude that everything is our job and we are here for the members. David plays a key role in ensuring that the members have a safe, clean and fun space to take part in the programs of their choice. These qualities make David Gillenwater a great candidate for Employee of the Month. Submitted by: Mary Regen, Senior Center Director

Mayor Vest asked David Gillenwater if he had any comments. David Gillenwater expressed his appreciation to Mary Regen and the Town for a great senior center.

Mayor Vest presented a Proclamation to Allyson Wilkinson, Regent of the State of Franklin Chapter of the Daughters of the American Revolution, proclaiming September 17-23, 2023 Constitution Week for their 236th anniversary and Sunday, September 10, 2023 as the 10th annual Bell Ringing Ceremony at Oak Hill School. Allyson Wilkinson said this year's program will include the 13th Amendment - Abolition of Slavery and expressed her appreciation to the Town for their support.

INSERT PROCLAMATION

Citizens Comments was the next item on the agenda. Mayor Vest asked if there were any citizens present that would like to comment at this time. Dr. Tim Morganstern, 401 East Main Street, Jonesborough, TN, addressed the BMA and expressed his thankfulness for the new sidewalk, the senior center, and the new Lincoln Park. Dr. Morganstern said he doesn't have complaints, but observations in regard to traffic increasing along East Main Street and expressed safety concerns due to the rate of speed of vehicular traffic. Dr. Morganstern said the crosswalk from the Senior Center over to New Halifax has signage that traffic is to stop if pedestrians are present, and that rarely happens. Dr. Morganstern said another observation is a vehicle coming from Johnson City and turning onto Long View Ave to the Lincoln Park beside Senior Center,

is a pretty fast turn and drivers do not observe the right-of-way of pedestrians who are crossing the sidewalk, and feels that striping that area will be beneficial. Dr. Morganstern said the main thing he is concerned about is the safety of the people and said he hopes the Town can do a little more study in that area. Mayor Vest thanked Dr. Tim Morganstern for his comments.

Mayor Vest asked staff to look at that intersection. Operations Manager Craig Ford said that they are currently doing a speed study through that section in that area and they could possibly look at the intersection itself as far as squaring it up a little bit more by taking the curb out and making it more of a turn. Mr. Ford said they have discussed adding some additional raised crosswalks in that area, but the speed limit would have to be lowered. Craig Ford said that Town Administrator Glenn Rosenoff had received an email requesting a speed study done in that area, and Street Director Malcolm Highsmith has put the speed cables, and will probably be taking those up in the next few days, which will us a better understanding of what the speed actually is in that area of East Main Street. Alderman Dickson asked about the cost of the signalization at the intersection of West Main Street and Oak Grove Avenue, and if we were to have those at other locations is it productive or profitable. Town Administrator Glenn Rosenoff said that signal was from TDOT, and staff was not included in any kind of communications that they were going to put those types of crossings there. Glenn Rosenoff said staff did meet with TDOT, which was a very productive meeting, and they took the opportunity to say it is not just the safety of the crosswalk but there is also the historic district and you have galvanized steel in an area that people have to abide by different colors. Mr. Rosenoff said they asked TDOT to tone down the steel and use a color that is more conducive to the historic district; and the other part is whoever installed the signals also mixed them up with other existing signs and depending on the angle now there is conflict between the different signs. Mr. Rosenoff said they are ideal because they are solar and they are push button versus the other ones that they have that are solar and flash all day and pretty much into the evening. Glenn Rosenoff said the Traffic Advisory Committee and staff are looking at mitigation techniques and the crosswalks we are looking at different options that are not so glaring and are more push button oriented.

Alderman Comments was the next item on the agenda. Mayor Vest asked the Aldermen if they had comments. Alderman Countermine announced that the Storybook Trail in Jimmy Neil Smith Park is completed; and the story is the one by Marilyn Buchanan and Becky Isabel about Jonesborough and there is 18 signs that you can take your children to walk along and read it. Alderman Countermine thanked Nancy and Harold Dishner for supporting though the Governor's Committee on Children's Literature. Alderman Countermine said the annual bocce tournament will be held at 2:30 pm, Sunday, October 22nd, rain or shine, to benefit the Jonesborough/Washington County Library.

Alderman Causey expressed her appreciation to Town Recorder Robert Anderson for all he has done for the Town, and we are going to miss him. Mayor Vest announced that Robert Anderson is going back to work for the State of Tennessee. Alderman Wolfe

said Robert is a high-interest commodity, and we are going to miss Robert very much and appreciate the high level of professionalism and efforts that he brought to the Town.

Alderman Wolfe said he was inquiring based on circumstances and the recent flow of events, and is a little concerned upon observation with the amount of time being on spent on one particular item that has been on our radar screen here at a Town. Alderman Wolfe said we have a lot of tremendous things going on in the Town of Jonesborough that requires a lot of careful attention, that requires shepherding, hard work and stick-to-intuitiveness to get accomplished. Alderman Wolfe said he would like to offer a motion, after consultation, to add to the agenda for a motion, he would like to present, to establish a Point of Contact for Tennessee Hills with the Town of Jonesborough that they would need to use as a conduit in communicating with our Board and with our Town staff, and he would appreciate a motion, Aldermen, to allow us to have that discussion and with him offering a full motion. Alderman Countermine made the motion to add this to the agenda, seconded by Alderman Causey, and duly passed.

Alderman Wolfe said in talks with Town Attorney Jim Wheeler and Town Administrator Glenn Rosenoff, he thinks the logical course of events that they should follow is since there has been a lot of legal discussed in this situation, and that the Board should establish Jim Wheeler as the primary point of contact with the people from Tennessee Hills if they want to have discussions with our Board or with Town staff. Alderman Wolfe said that would be his motion is that Jim Wheeler would be donated as the point of contact for Tennessee Hills people and any discussions we have with them regarding anything they got going on at their establishment at the Parsons Table and at the Salt House and any discussions about parking lots, sidewalks, easements, and anything imaginable and that way we can hopefully be productive, maintain productivity, and streamline the point of communication. Alderman Dickson seconded the motion and it was duly passed.

The next item on the agenda was Town Attorney Comments. Matthew Musgrove, Associate of Town Attorney Jim Wheeler, said he had no comments.

The first item under Old Business was second and final reading of Ordinance No. 2023-10 to amend the Town of Jonesborough Municipal Code, Title 9, Entitled "Motor Vehicles and Traffic" by Deleting Chapter 5 Parking in its entirety and replacing it with a new Chapter 5. Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Countermine made the motion to approve on second and final reading Ordinance No. 2023-10, as presented. Alderman Causey seconded the motion and it was duly passed.

INSERT ORDINANCE

The first item under New Business was approval of a design variance for the Dairy Queen Restaurant at the corner of East Jackson Blvd and Baileigh Lynn Loop, and located within the Design Overlay District. Mayor Vest asked Town Administrator

Glenn Rosenoff to explain the request. Glenn Rosenoff said Dairy Queens, like other corporate or franchised type businesses have a select few building designs that meet their corporate architectural and aesthetic model preferences. Glenn Rosenoff said staff has had several communications with DQ representatives over the project and both parties have attempted to reach the minimum 75% exterior wall standards as provided for in the design guidelines. The sides and rear of the building will be buffered and therefore meet our minimum requirements of buffering from Baileigh Lynn Loop; and the front façade has the following materials and percentages proposed: (a) Stone 13.2%, (b) EIFS (External Insulated Finishing Systems) 24.8%, (c) Glazing (glass) 25.5%, (d) Metal Red Panel 20.6%, and (e) Metal Eyebrow Trim (black) 15.7%. Mr. Rosenoff said nearly 64% of the front building façade is made up of stone, EIFS, and glass, however glass is not counted toward exterior materials. The buffering on all sides and rear “buffer” the majority of the building and provide for a strong landscaping presence at the site which is in close proximity to a residential development; and the developer reported to staff that the property was pursued and put under contract before the town adopted the design guidelines, but they reported that changing their model will diminish their standard build that DQ corporate stands behind. The EIFS at 24.8% is a type of synthetic stucco but provides for a more flexible and aesthetic product and meets energy codes. EIFS provide for an exterior wall cladding system that consists of an insulation board attached either adhesively or mechanically, or both, to the substrate; an integrally reinforced base coat; and a textured protective finish coat. Staff opines that the overall building with the buffering on 3 sides and the front façade do provide for a good building design (visual appearance). Glenn Rosenoff said the Design Review Commission recommended approval of the exception to the 75% primary materials for the front façade to the Board of Mayor and Aldermen. Mayor Vest called for a motion. Alderman Counterminne made the motion to approve the design of the building as presented, and recommend an exception to the 75% primary materials, as presented. Alderman Causey seconded the motion and it was duly passed.

The next item on the agenda was approval of a Resolution authorizing the Town to Participate in the FY23-24 “Safety Partners Grant” Matching Grant Program through Public Entity Partners. Mayor Vest Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Dickson made the motion to approve the Resolution as presented, seconded by Alderman Wolfe and duly passed.

INSERT RESOLUTION

The next item on the agenda was first reading of an Ordinance adopting the 2018 International Energy Conservation Code (IECC), in order for the Town to meet minimum State of Tennessee requirements. Mayor Vest asked if there was any comments or questions. Alderman Wolfe asked if this was a requirement to update the Town’s codes in accordance with State code requirements within 5 years of the established date. Glenn Rosenoff said yes, and it is very much in-line with those in the Tri-Cities that have same similar code. Mayor Vest called for a motion. Alderman Causey made the motion to approve on first reading the Ordinance adopting the 2018 International Energy

Conservation Code (IECC), as presented. Alderman Countermine seconded the motion and it was duly passed.

INSERT ORDINANCE

The next item on the agenda was approval of a design variance for the Trushine Car Wash VII located on West Jackson Boulevard, and is located in the Design Overlay District. Mayor Vest asked Town Administrator Glenn Rosenoff to explain the request. Glenn Rosenoff said Trushine, like other corporate or franchised type businesses, have a select few building designs that meet their architectural and aesthetic model preferences. Staff have had several communications with Trushine representatives over the project and both parties have attempted to reach the minimum 75% exterior wall standards as provided for in the design guidelines. The majority of the building façade is made up of split faced block. Split-face block, also called rock-faced, is a concrete building unit with a faux finish on one side that mimics natural stone, providing for an exterior finish that is more aesthetically pleasing. The different shades of gray graduating from darker at the bottom, lighter in the middle, and dark again at the top provides for a very aesthetic looking building. Glass is included in the design however glass is not counted toward exterior materials. Ingress and egress are from West Jackson Boulevard, buffering will be provided to screen partial view of the building from the Persimmon Ridge Road visual side. Mr. Rosenoff said staff opines that the overall building with the painted split-faced concrete textured façade and the buffering at the Persimmon Ridge Road visual side provide for a good building design (visual appearance); and the Design Review Commission recommended approval of the alternative material, split face block – rock faced – natural stone finish, to the Board of Mayor and Aldermen. Town Attorney Jim Wheeler in discussion with the Design Review Commission further stated that the variance for the project was to allow for the split-face block – rock faced – natural stone finish to be used as the primary materials, not listed in the Design Guidelines, as a primary material for the building design. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Wolfe made the motion to approve an exception to the primary materials list by allowing split-face block – rock faced – natural stone finish, not listed in the Design Guideline, to be used as a primary material for the building design, seconded by Alderman Causey and duly passed.

The next item on the agenda was approval of a Resolution for a Bond Anticipation Note for the Jackson Theatre Project. Mayor Vest asked the Aldermen if they questions or comments. There being none, Alderman Countermine made the motion to approve the Resolution authorizing the issuance, sale, and payment of the Jackson Theatre Project Bond Anticipation Note 2023 not to exceed \$1,200,000, as presented. Alderman Wolfe seconded the motion and it was duly passed.

INSERT RESOLUTION

The next item on the agenda was approval of a Resolution for a Capital Outlay Note for the following FY23-24 General Fund Capital Projects:

General Admin. – Other Capital Projects	149,742
Street Dept – West Main Sidewalk	105,000
Oak Grove Curbing and Sidewalk	30,000
Lincoln Park – Parking Lot	106,000
Thompson Meadow Lane Paving	52,000
Boone Street Paving	185,000
3 – 2500 4WD Trucks	150,000
Recreation - Depot Street Park Improvements	30,000
Slemmons House Painting	16,000
Jonesborough Fitness Center	49,000
Gillespie Building Roof	41,758
Water Park - Pump Room Renovation (Equip. Only)	120,000
McKinney Center - Building Maintenance – Capital	<u>15,500</u>
	\$1,000,000

Mayor Vest asked the Aldermen if they had any questions or comments. Alderman Causey said in regard to the Slemmons House she thought the Board had agreed to \$30,000 instead of \$16,000. Glenn Rosenoff said during the Budget Work Session we had talked about flexibility of the balance of the \$16,000 for the painting and then there is flexibility in the current budget to come up with the other \$14,000. Alderman Wolfe said so part of it comes from the budget and part of it comes from the Capital Outlay Note. Glenn Rosenoff said there is the other Capital Outlay Projects which is the balance of almost \$150,000 and we have quotes on those already. Alderman Wolfe made the motion to approve the Resolution authorizing the issuance, sale, and payment of various capital projects and departmental vehicles Capital Outlay Note 2023 not to exceed \$1,000,000, as presented. Alderman Dickson seconded the motion and it was duly passed.

INSERT RESOLUTION

There being no further business the meeting was duly adjourned.

ROBERT ANDERSON, RECORDER

CHUCK VEST, MAYOR