

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

September 9, 2019

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Monday, September 9, 2019, at 7:00 p.m. at Town Hall, 123 Boone Street, Jonesborough, TN.

The first item on the Public Hearing agenda was the Ordinance amending the Health and Sanitation Chapter of the Jonesborough Municipal Code Section 8-107 Weeds, Overgrown and Dirty Lots. Mayor Vest asked if there was any citizen present who would like to comment concerning this item.

Andrew Wilt, 207 Angle Street, addressed the Board and asked if addressed in the amendment are abandoned vehicles, abandoned non-functioning yard equipment and lawn mowers. Town Administrator Bob Browning said those items are addressed. He said it's not just weeds; it's overgrown lots and dirty lots and the items Mr. Wilt is asking about fall under dirty lots. Mayor Vest said Angle Street is one of the streets the Town would like to see beautified. There were no further comments.

The next item on the Public Hearing agenda was the Ordinance adopting the annual General Fund, Solid Waste and Drug Fund budgets and setting the Property Tax Rate for the Fiscal Year beginning July 1, 2019, and ending June 30, 2020. There were no comments.

The next item on the Public Hearing agenda was the Ordinance establishing the Garbage and Refuse Collection Fees for Fiscal Year 2019-2020. There were no comments.

The next item on the Public Hearing agenda was the Ordinance establishing the Water/Sewer Rates for Fiscal Year 2019-2020. There were no comments.

The Public Hearing was closed.

ABBEY MILLER, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

September 9, 2019

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, September 9, 2019, 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 Dona Lewis 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 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 Countermine made the motion, seconded by Alderman Causey, and duly passed to approve the following items on the Consent Agenda:

1. Approve the minutes for the July 15, 2019, BMA meeting.
2. Approve the following bills for payment:

| <u>VENDOR</u> | <u>GENERAL</u> | <u>WATER</u> | <u>SANITATION</u> |
|----------------|-------------------|---------------|-------------------|
| 93490-93496 AP | 3,348.16 (June) | | |
| 93497-93662 AP | 270,997.52 | | |
| 93663-93671 AP | 9,495.00 | | |
| 93672-93697 AP | 41,473.39 | | |
| 93698-93712 AP | 13,411.25 | | |
| 93713-93725 AP | 9,346.33 | | |
| 93726-93739 AP | 196,146.09 | | |
| 93740 AP | 2,865.61 | | |
| 93741-93765 AP | 7,933.50 | | |
| 93766-93770 AP | 2,426.87 | | |
| | 557,443.72 | | |
| 59654-59656 AP | | 504.22 (June) | |
| 59657-59732 AP | | 196,368.59 | |
| 59733-59741 AP | | 45,298.49 | |
| 59742-59746 AP | | 152,715.94 | |
| 59747-59750 AP | | 2,050.11 | |

| <u>VENDOR</u> | <u>GENERAL</u> | <u>WATER</u> | <u>SANITATION</u> |
|-------------------|----------------|-------------------|-------------------|
| 59751-59753 AP | | 2,954.78 | |
| 59754-59761 AP | | 3,087.14 | |
| | | 402,979.27 | |
| 8426 AP (June) | | | 1 5 0 . 0 0 |
| 8427-8451 AP | | | 16,548.96 |
| 8452 AP | | | 190.00 |
| 8453-8454 AP | | | 1989.53 |
| 8455 AP | | | 190.85 |
| 8456 AP | | | 190.00 |
| 8457 AP | | | 1,272.92 |
| | | | 20,532.26 |

3. Approve the following Town Administrator Report:

The Wastewater crew has been installing ceilings in the Wastewater Building and completing the move into the new building. The Street crew is completing the paving associated with the building. The Wastewater construction crew has been constructing the new sewer line along the connector from N. Cherokee Street to Smith Lane. That line is complete and active. The crew is moving to Slate Hill near the Industrial Park for a small job, then will move to S. Cherokee for a short extension to take care of the Greer property. After that the construction crew will move to the east side of the Boones Creek Road and they will construct a line along SR-354 near Newman's Heating and Air that will go under SR-354 and connect into the sewer pump station near the Farm Bureau.

Because of the dry weather, we have had a reduction in infiltration/inflow. The recent average flow into the treatment plant has been a little over 610 gallons per day.

Industrial Park –GRW Engineers has been working on design plans for the sewer line construction and pump station associated with the new industrial plant at the Washington County Industrial Park. Another meeting of the utilities involved is scheduled for October. We hope to submit an application to the Economic Development Administration (EDA) for both sewer and water finding by the end of September on the first of October. We are still working on the best way to match an EDA grant if it is awarded, and we may get credit for our labor and equipment.

Sewer Planning – We are experiencing a great deal of growth, and sewer line construction is becoming a bigger priority. We have discussed a number of times our intention to improve some existing sewer collection line issues. For example, we have been working on the design of a new gravity sewer line from Thompson Meadow Lane across the Saylor property to North Jonesborough Subdivision.

We need to upgrade the main lines through that subdivision and either connect flow to the A-Station along College Street or better yet to gravity through the culvert under Jackson Blvd. and construct a new line across the Mitchell property to 3rd Ave. If a new line is constructed from Thompson Meadow Lane to North Jonesborough Subdivision, it will be capable of carrying flow from a new Jonesborough School. Todd Wood is working with us on this new sewer line connection. The gravity line down the drainage way will allow us to eliminate the Thompson Meadow Lane pump station.

Wastewater Building – The Wastewater crew has for the most part moved into their new building. We hope to have Cobern Rasnick totally moved out of the Recycling Center early next week.

Water

Water Treatment has smoothed out somewhat. There are parts that are supposed to come in next week that will allow the back-up MIOX system to be operational again. We do have the bleach disinfectant as a backup if needed, but we use it as a last resort. We are moving slowly on water line planning in the Leesburg area. We did get a pressure reducing valve operational. We continue to have more water line leaks than what is normal, and we are not sure why. We have landed on a preferred level of the Persimmon Ridge Tank (3 million gallons) and Water Treatment is trying to maintain that level. This is helpful in keeping a more constant pressure in the system which helps reduce leaks.

By-Products Reduction – We ran our quarterly test for by-products this week. The September test is the hardest quarter for us to score well because disinfection by-products form more readily in warmer water. We have done a lot of flushing.

We have been working to install a Solar Bee mixer and THM venting system in the Persimmon Ridge tank. This is the same system that has been working well in the Woodlawn Water Reservoir. We have to pump into and out of Woodlawn so the water can get more stale there which increases by-product development. We pump into Persimmon Ridge and gravity flow out. It is the control tank in our system. However, because of its volume, there is concern about new water not mixing well which again increases by-product build up. We would have a mixing unit in place, but we have to get electrical power to the tank site. Craig Ford has been working with the property on the west side of our reservoir, and there are call towers next to our property on the top of the ridge. The road up the hill has to be improved, and we were looking at what we can do to make it safe and passible. However, Crown Communications has told the property owner they will fix the road in the next two months. If that is actually the plan, we will wait because fixing the road is not any easy task. When we get power to the tank site, we will be looking into a new solar bee mixing unit.

We will keep our fingers crossed on the September by-products sample. We had four really good quarters in a row, so we have some flexibility.

The Water Crew has started laying water line along the N. Cherokee/Smith Lane Connector.

Distribution is wanting to move forward spending more time in leak detection and establishing GPS coordinates on all valves, meters, PRV's hydrants, etc. This is an important task especially when we have long term employees retiring.

We have a lot of stored pipe, especially ductile iron pipe we want to use to replace cast iron pipe on E. Main Street and W. Main Street. Distribution will be moving to replace cast iron line in the next couple of months.

Transportation

Smith Lane – We are working on utility installation along the connector. Wolfe Development is working on the stormwater pipes under the roadway. We will soon be moving rock onto the graded area, and Wolfe Development has said they will help spread it.

New Hope Road – This project needs a champion and we have not had time to provide the focus necessary to move it forward.

2nd Ave & Jackson – The Street Crew pre-paved the turn lane for paving, and Summers Taylor is paving the turn lane when they repaved Jackson Blvd. We are assuming Summers Taylor will do any necessary striping. It worked out well for us, and the lane will be completely blended in.

Shell Road – Another project on the list that we have not been able to get to. It may be next spring.

Grants

LPRF Grant – We have taken down the good equipment shed at the existing garage and the Carter County Work Camp crew has been reinstalling it up on the hill above the Recycling Facility. The Street crew tore down the old shed at the northwest corner of the property and has hauled it off. Craig Ford is working with Gerald Sparks to move the above ground fuel tanks at the existing garage. We are hoping to move them next week. BrightRidge is lined up to come in and cut off the power. We have the old garage bid out on GovDeals. We felt we would be way ahead if we could get someone to pay us to take down the building for materials. The bidding ends Monday, September 9th, so we will see what happens. We do have one bid thus far of \$500, which was the minimum bid. The higher bidder must take down the building and clear it out in thirty (30) days.

We intend to start filling and compacting the western part of the park site with red clay starting next week.

CDBG Façade Grant – The steel work has been installed along the front wall of the Jackson Theatre. We have been working with Ken Ross Architects on the doors and frame encasements on both the front of the Stage Door, Jackson Theatre, and the JRT. We are sending specifications to Rural Development for approval. Snyder Signs said they were ordering materials for the Marquee and Jackson Theatre sign.

Tourism Enhancement Grant – Complete and closed out.

Jackson Theatre – GRC is moving along. They have almost all of the steel installed with no problems, and they have removed the old iron bridgework trusses that came up through the third floor. In a couple of weeks, GRC will be moving to construct the foundation and start work on the addition.

Maintenance Buildings Project

We have occupied the Fleet Maintenance Facility, and most of the equipment and parts have been moved into the Wastewater Building. There is still some ceiling work going on in the office area, and Cobern Rasnick has not moved out of his office area within the Recycling Center. The Street Department has completely moved out of the old garage, so our entire staff is out of it.

Dog Park

We are trying to schedule a bull dozer into the dog park area to grub out the undergrowth and invasives.

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:

We have officially moved operations from the old garage site and have moved into the new site. The Wastewater Department is nearing completion of their facility as well. The base coat of asphalt has also been completed at that facility.

The inmate crew returned to the Stage Door. We removed the back third of the roof, rebuilt the walls and installed the new roof. We were able to accomplish this in one week and have been able to keep that building in the dry. We also began building the interior walls on the second floor.

I also moved the inmate crew back to the old garage site. There was a newer storage shed at that facility that needed to be moved to the new Wastewater site. The building has been dismantled and was placed on a trailer.

We have already begun rebuilding this structure. All of the support posts have been installed and the rafters have been installed.

There was an additional shed at the old garage site that was torn down and has been removed as well.

I have met with engineers from BrightRidge and our Water Distribution staff for the purpose of final planning for an electric car charging station at the Visitors Center. It will be a two-bay charging station that can be expanded to a four-bay charging station if needed.

We will begin construction on this project the 16th of September. We should be able to have installation complete within one week. The charging station will be at the southeast corner of the parking lot next to the UPS drop-off.

I also met with BrightRidge engineers and Centurylink engineers regarding removal of service at the old garage. Centurylink has already completed removal of their service. BrightRidge will probably complete removal of their service the week of September 09.

I have attended numerous planning meetings this month with respect to the Lincoln Street Park, Stage Door, and Smith Lane/North Cherokee connector. I also met again with the property owner off of Simmerman Lane in Washington County. That property adjoins the Town property at the Persimmon Ridge water tank. They have agreed to allow the town to bring power from a cell tower site on their property to the water tank. We need the power in order to install a mixer in that tank.

The condition of the access road at this point is impassable by BrightRidge standards. We are working with the property owners regarding this issue and they are pressing Crown Communications to repair the road in order that needed equipment can get to the cell tower site.

It appears at this point that Crown is going to repair the road within the next month; therefore, we will wait to see if this transpires. If it does not, we will need to make the repairs ourselves. Obviously, this will go to the BMA for approval prior to initiating any work on private property.

GRC Construction and Powell Construction have all the vertical steel set in the Jackson Theater. GRC has done an outstanding job up to this point and have been really easy to work with.

5. Approve the following Committee Reports: Jonesborough Board of Zoning Appeals and Jonesborough Planning Commission.
6. Approve the following Supervisor Reports: Water Distribution, Fire Department, Parks and Recreation, Building Inspector, Events Coordinator, Police Department, Market and Promotions Coordinator, Environmental Services/Wastewater, Visitor Center Manager, Recreation Capital Projects Planner, Solid Waste and Recycling, Website Manager, Director of Tourism and Main Street, Street Department, Animal Control, JRT Artistic Director, Senior Center, Water Treatment Plant, MBM Program Director, and McKinney Center.
7. Accept the retirement of Mike Hyatt with 38 years of service as an Equipment Operator III in the Water Distribution Department with the effective date of September 8, 2019.
8. Accept the resignation of Police Sergeant Jason Rounds with the effective date of September 3, 2019.
9. Approve the amendment to the Special Events Permit issued to the International Storytelling Center to hold the 2019 Storytelling Festival, adding a Special Occasion Outdoor Use Permit allowing Main Street Catering to sell beer at the Library Tent during the pre-festival concert held at the tent on October 3, 2019, subject to the Town Attorney's review and acceptance of the Hold-Harmless Agreement and proof of insurance.

The next item on the agenda was the approval of the Financial Report. Mayor Vest asked the Aldermen if they had any questions regarding the Financial Report. Alderman Dickson said Mayor Vest always comments about the sales tax collections and it is really good to see that steady increase in local sales tax. He said it really says something about people enjoying Jonesborough. Mayor Vest said we have had a really good streak all year, and there was only one month last year, July, where we were slightly below the previous year. Mayor Vest said we really had a strong year in sales tax collections. He said the Town has finished on the plus side about \$100,000 over last year, and he hopes we can continue to do that again this year. Motion was made by Alderman Dickson, seconded by Alderman Causey and duly passed to approve the Financial Report as presented.

Communications from the Mayor was the next item on the agenda. Mayor Vest asked Operations Manager Craig Ford to give a progress update on the Jackson Theatre project. Mr. Ford said the roof is gone and basically what you have there now is the three exterior walls still standing. He said all the vertical steel is now in and some of the horizontal steel is in as well. He said the last week that the crane was here, they were able to cut lose and remove those enormous steel bridge trusses across the top which was a really big deal. Mr. Ford said all in all GRC is doing a really good job, and are moving along quite well. He said he talks with the GRC supervisor over the job several times a week. He said last Friday when he talked with the supervisor, he said

they were hoping within the next two weeks to starting digging the “pond” out back, which was his comical way of referring to the basement. He said they will actually be below creek level initially before they start coming back up with the basement, so progress there is moving along well. Mr. Ford said they were able to get the inmate work crew back in the Stage Door for a few weeks. He said there was about a third of the second floor that the roof had to come off and be raised and we were able to do that and get the new roof on within a week, and it is all in the dry now. Mr. Ford said they moved the inmate crew to relocate one of the newer storage facilities from the old garage to the new garage, and next week the inmate crew will be back at the JRT/Stage Door building. He said you can peek inside the Jackson Theatre right now and see a lot of daylight when you look up, and that is a good thing. He said it was a huge deal for them to get the roof off because they were really worried about the stability of the southeast wall, but so far so good. Mayor Vest said he appreciated Mr. Ford’s report, and it sounds like we are making good progress. Mr. Ford said he feels Mr. Browning would echo the sentiment that GRC is doing an outstanding job. Mr. Browning said he agreed. Mr. Browning said we had a little issue with the work last week because part of what GRC was doing behind the building was taking the big parapet wall right against the JRT. He said Jennifer Ross Bernhardt called him and said they had daylight coming in the side of the JRT all the way down including the stage. He said he sent Raymond Yoakley, Matt Townsend and William (Beebo) Russell down there to close it up. Mr. Ford said the good thing is at least they planned for that because it was enough of a concern that GRC reached out to us ahead of time and said they preferred there be nobody in the JRT while they worked on this wall. Alderman Countermine commented that the crane used by GRC had to be the biggest crane we ever had in Jonesborough. Bob Browning said Powell Construction really knows what it is doing, and we are fortunate to have great subcontractors working with GRC, very talented and professional people.

Mayor Vest thanked Alderman Countermine for opening his home and having another great and successful bocce ball tournament to raise funds for the Washington County Library.

Mayor Vest said he had received a couple of good letters that he wanted to share. Mayor Vest said he went to the JRT to see *Guys and Dolls* and was so impressed. The first letter Mayor Vest read was from Dan Pope. Mr. Pope stated he attended the 7:30 p.m., August 31st, performance of *Guys and Dolls* and has never been as impressed by the level of talent displayed by the JRT cast at any artistic production in the area, including the Barter. He stated in his letter that it was his first time to experience the JRT and was not expecting a completely professional level production; he added that JRT is not your typical community theater and is the artistic jewel of Northeast Tennessee. Mayor Vest said he appreciated Mr. Pope taking the time to send the letter. He said that is one reason we are excited about the Jackson Theatre; we want to continue taking advantage of the great talent we have in our community.

Mayor Vest said the second correspondence he received was regarding Chief Phil Fritts, whose team responded to a fire at the Meadows Subdivision. He said he

received an email from Mr. Walsh thanking the Town's fire department for responding and protecting the homes on Thistledown. Mayor Vest said he had viewed the video of the fire and saw the flames, and it was a dangerous situation. He said he appreciates the firefighters responding to the situation and risking their lives to do what they do. He said he appreciates Mr. Walsh taking the time to send the email.

Mayor Vest asked William "Beebo" Russell to come forward to accept the September, 2019, Employee of the Month Award. Mayor Vest read the following nomination letter:

I would like to recommend William "Beebo" Russell as the Town of Jonesborough Employee of The Month. Beebo is the heart and soul of our department. His work ethic and love for the Town of Jonesborough makes him stand out among his fellow employees. He takes on the daily tasks we are assigned and performs them with excellent results and a great attitude. Over the summer, Beebo has worked long hours to ensure things in and around town are running smoothly as well as staying in top shape. During events such as Jonesborough Days, The Farm to Table Dinner and Music on The Square, he works extra hours behind the scenes so that these events remain successful and well attended, with little fanfare. He is constantly volunteering to work over if we have events happening, just for the sake of making sure everyone has the best time possible. Not only this, but Beebo is a great ambassador for The Town. While working in the many parks and green spaces, he is always there to offer passersby a smile, conversation or answer any question a visitor might have. He truly puts the residents and visitors of Jonesborough first. Without a doubt, The Town would not be as beautiful, nor would our department have as much success, if he were not part of it. He is one of the hardest working individuals I have ever been around. And most importantly, he does it with an amazing attitude. For these and many reasons, I am truly grateful to have him as a coworker and friend and I am more than proud to nominate him as the Town of Jonesborough Employee of the Month.

Submitted by: Matt Townsend, Recreation Director

Mayor Vest asked Beebo if he had any comments. Mr. Russell thanked Matt Townsend for the nomination.

Alderman Communications was the next item on the agenda. Mayor Vest asked the Aldermen if they had anything to share with the residents. Alderman Countermine thanked those who attended the bocce ball tournament. He said everybody is welcome and invited everyone to participate next year; the tournament is always the Sunday after Labor Day. Alderman Countermine said there were over 100 people who attended, and they had a pot luck supper. He said Mayor Vest and Alderman Callahan won first prize. Alderman Countermine said it's fun and fellowship; we have a good community and thanked everyone for helping. Alderman Causey said she had no comments. Alderman Dickson said he would like to invite Mayor Vest, the Aldermen and Town Administrator as well, to an event being held on Thursday, September 19th, at 8:00 a.m., at the McKinney Center. He said representatives from the Thurgood Marshall College Fund will be in Jonesborough dealing with their talent sourcing program. He said the

Thurgood Marshall College Fund is a scholarship fund for about 48 historical African-American colleges and universities and public schools throughout the country, and they raise funds for students to go to school. Alderman Dickson said they also have a talent sourcing program that takes their graduates and connects them with companies like Eastman; Nuclear Fuels has also invested in the program. He said they are coming to our area to share their program with other businesses and government leaders. Alderman Dickson said it is a listening session just to hear what they do and how they do it. Alderman Countermine said he had one other comment. He said he would really like for the Town to have an open house at the new Fleet Maintenance building for the citizens to see the facility and what their tax dollars are being spent for. Mayor Vest asked the Town Administrator to schedule an open house for everyone, including residents who might want to stop by the new facility after hours. Bob Browning said it is an awesome facility, and he would work with staff to schedule an open house.

Town Attorney Comments was the next item on the agenda. Mayor Vest asked Attorney Wheeler if there was anything he would like to discuss. Attorney Wheeler addressed the school project. He said the Washington County School Board passed the project on to the Washington County Commission with two minor changes. He said one was a change in the design committee, adding two more School Board members, and that will come back to the BMA, but felt that it was still in keeping with what they were looking for. He said the second change was that the School Board attorney will have some input, not approval, in the contract with the architect. Attorney Wheeler said he felt that was a good idea; it not only is in line with what the BMA was looking for, but it gives an “extra set of eyes” looking at the contract. Attorney Wheeler said there will be an inspector from the architect firm who will be in-charge of quality control. He said the lease agreement passed through the Washington County Health, Education and Welfare (HEW) Committee last week and is going to the Budget Committee this week.

Mayor Vest said he was encouraged with the school board meeting where the project had unanimous support. He said so far we are on a good run; the HEW Committee vote was unanimous as well. He said there may be a change come back to the BMA which is a small compromise that was brought up at the School Board meeting. They wanted to make a change within their own group as to which School Board members would serve on the Design Committee. He said it could have gotten contentious so he felt like the Town had a couple of free spots for members on the Design Committee. He said the School Board member they were discussing placing on the committee probably does have some value; he asked BMA members to keep an open-mind and consider that it may show more good will to the School Board to allow this person to serve in one of the Town’s slots on the Design Committee.

Mayor Vest said Citizens Comments was the next item on the agenda. He said any resident of the Town or water customer who wanted to address the Board to come forward and give his or her name and address.

Katelyn Yarbrough, who works and lives at 127 West Main Street, Jonesborough, TN, asked for clarification on New Business Item E, repeal of the privilege tax on establishments licensed to manufacture intoxicating liquors. She asked if that was a

result of the State's repeal that happened last month for the manufacturers of alcohol. Mr. Browning said it was. He said the Town's ability to charge a privilege tax is based on the State's enabling legislation, so when that was repealed, the Town had no basis to charge the tax.

Andrew Wilt, 207 Angle Street, Jonesborough, TN, addressed the Board. Mr. Wilt asked if the Town leadership had any thoughts, concerns or plans related to the tobacco convenience store on West Main and the state of the surrounding property. Mayor Vest said the Town has a Code Enforcement Officer to monitor these types of projects. Mayor Vest said he questioned if the store is following the Town's Sign Ordinance because of all the signs on its fence. Mr. Browning said as far as the business is concerned, the Town required a number of items to be fixed related to the business, and they complied with all of those and then obtained a Certificate of Occupancy to operate. He said the business owner is actually leasing the building from the Cochran's. Mr. Browning said the Town required the Cochran's to fence either side of the property, and the Cochran's have a demolition permit to take the building down behind the store, but there is no requirement for them to do that within a certain time period. He said there is an issue related to the run-off from erosion on the property, and we have required them to take the necessary steps to contain any erosion that runs off the bank within the boundaries of that property. Mr. Browning said he had a conversation with the Town's building inspector, and he is not aware that the owners are out of compliance with containing any siltation that runs off the bank. He said in terms of aesthetics, because the building is not in the historic district, the Town has no basis to require them to make changes in a certain time period. He said if it continues the way it is, then we will go back to the Cochran's. He said we asked the Cochran's to provide a site plan for the property, which was scheduled to come to the Planning Commission, and then they cancelled because they needed more time to work on the plan. Mr. Browning said we will continue to monitor the situation. He said it is unsightly, but in terms of the Town's Ordinance structure and what we can enforce, there is no damage that is coming off site. He said we were concerned about the safety of customers going around the back of the building, and informed the business owner that we would not issue a Certificate of Occupancy until a fence was installed that prevented anybody from going behind the business due to safety concerns about the house behind the business building falling down the slope. He said we have continued to monitor the situation and have given them a good bit of flexibility; the weather has been great and there is no reason they shouldn't have gotten the building down. Mr. Wilt asked if there were any regulations concerning the multiple cigarette, lottery and alcohol beverage signs. Mr. Browning said the signage issue will be looked into. Mayor Vest said he is pretty sure they are out of compliance with regard to the signage. Mr. Wilt said he has only lived here four years, and the majority of that time there has been heavy equipment parked on that property. He asked if there were regulations concerning that. Mr. Browning said not related to the heavy equipment being there if the denuded areas are considered under construction; since it's still under construction, the Town is monitoring the situation to make sure there is no run off into the creek. Mr. Browning said if it continues, then we will have to go back to the Cochran's and require that they stabilize the denuded areas where there is no grass. He added that there is no basis in which

we could prevent them from storing equipment on their own property. Attorney Wheeler said the Planning Commission has already notified the Cochran's to stop construction for 14 days. He said they were told to turn in a site plan, and they turned in a document to the Planning Commission and then removed it and did not come back to the August meeting. Attorney Wheeler said the next step is to notify the Cochran's of the requirement to provide a site plan to the Planning Commission, but they did stop construction. He said while it is true we are not regulating the construction equipment, we do regulate the construction with respect to that slope because they left the slope too steep for too long a period of time. He said the Town is taking some action there; it just has to work through the system. Mr. Wilt said there is also a "dirt for sale" sign there and asked if there are any Town regulations regarding the sale of dirt. Attorney Wheeler said not that he is aware of. Mr. Browning said it would probably be helpful if they sold some of the dirt. Mayor Vest informed Mr. Wilt that the Town has a little bit of history with that property, and if he would like to call him, he would fill him in.

Eric Johnson, 204 Scott Lane, Jonesborough, TN, addressed the Board. Mr. Johnson said he just got the letter that was sent in reference to agenda item Old Business 6-A, regarding overgrown lots. He said he received the letter because there is a property on Scott Lane that is overgrown. He said he hadn't seen the proposed changes to the current Ordinance. He asked why the Ordinance is being changed when it seems like the 1995 version pretty well covers the ramifications if a property owner does not maintain his property. Mayor Vest said the changes that are being proposed tonight will help expedite the cleanup process and make it a more effective Ordinance. Mr. Browning said he would be glad to give Mr. Johnson a copy of the proposed Ordinance amendment. He said one of the issues for the Town is when somebody owns a piece of property and lives in another state and the related notification requirements. He said the changes to the Ordinance will replace some of the more tedious steps that we have had in the past with essentially a ten-day process to be able to take action on a piece of property. Mr. Browning said we are prepared to do that with the property on Scott Lane, and this is the second action we have had on that property. He said essentially what we are doing is creating circumstances in which within a ten-day period we can take action on a piece of property. Mr. Johnson asked if the changes to the Ordinance address fines. Mr. Browning said the specific fine that is in the Ordinance is \$500 and is in there because that is what the State allows the Town to charge if it went to a higher court. He said one of the issues is that the Town can only charge a \$50 fine each day the owner is in violation, but then you have to issue a citation every day. Attorney Wheeler said it's not the Town but the Municipal Court that can impose the \$50 fine. He said if the case went to a higher court, the fine could be \$500 and that is why the Ordinance reads \$500. Mr. Browning said another thing in terms of reasonable charges relates to the actions the Town will take to clean up a property, and the way that we have this set up is that the Town will be working with private contractors. He said Chief Street has been working to establish a specific reasonable cost including mowing, clean up and administrative costs; there is a list of administrative actions we have to take such as sending out letters, and we will be using a per hour basis for those costs which is very reasonable and what is done in other communities. Chief Street said he has a meeting scheduled with the mowing

contractors tomorrow morning at 9:00 a.m. Mr. Browning said if the Board takes action on this on second reading, then we would have the authority to move forward and we intend to do that. Mr. Johnson said as a homeowner on Scott Lane he appreciates the time it has taken to work on this. Mr. Browning said it is a lot easier if somebody lives at the property that we can communicate with, but when they are out of state, it becomes a lot harder. Mr. Ford said there are also issues with bank foreclosures when you have a mortgage company in another state and we are trying to get them to mow the lawn, and in the meantime the people in the neighborhood are having to look at the overgrown property for a year or two. Mr. Browning said the biggest change is the Town has the ability to take care of the problem in an expedited process and has a reasonable basis to get reimbursed for the cost of the cleanup; if we don't get reimbursed for those reasonable charges for cleaning up the property, the State allows us to apply it to the property tax, and then we have a collection mechanism for that.

The first item under Old Business was second and final reading of the Ordinance amending the Health and Sanitation Chapter of the Jonesborough Municipal Code Section 8-107 Weeds, Overgrown and Dirty Lots. Mayor Vest said we just had good discussion about the Ordinance and then asked the Aldermen if they had any additional comments or questions. There being none, Alderman Dickson made the motion to approve on second and final reading the Ordinance amending the Health and Sanitation Chapter of the Jonesborough Municipal Code Section 8-107 Weeds, Overgrown and Dirty Lots, to strengthen 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. Alderman Countermine seconded the motion, and it was duly passed.

INSERT ORDINANCE

The next 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, 2019, and ending June 30, 2020. Mayor Vest said the Compensation Plan was left off the agenda and asked Mr. Browning and Attorney Wheeler if that would affect the approval of this agenda item. Mr. Browning said the Board has an agenda presentation associated with personnel changes, but he did not include a separate agenda item for those actions related to the budget because the Compensation Plan was approved at the last meeting and requires only one reading. He said he should have included a separate agenda item on tonight's agenda for his personnel recommendations. He said at the last meeting he informed the BMA that he was going to look at some personnel requests and bring them back for the second reading of the budget, which he has done. Mr. Browning said in order to act on those requests, and asked Attorney Wheeler if he is correct on this, the Board would probably have to add the Compensation Plan to the agenda. Attorney Wheeler said that is correct. Mayor Vest said he would feel more comfortable since the Compensation Plan is not on the agenda and with Alderman Callahan being absent, if the Board defers any more discussion about the Compensation Plan until the next meeting. He said he feels we really need to address job descriptions and what people are doing before we consider

some of the personnel requests. He asked the Board if they could approve the other agenda items without any changes to the Compensation Plan other than what was approved at the last meeting. Mr. Browning said none of the agenda items are related to the Compensation Plan. Mayor Vest said we are on agenda Item 6-B and asked the Aldermen if they had any comments. Alderman Causey asked, just for clarification, if this is just giving employees a 3% increase now and then come back at the next meeting to consider any increases above 3%. Mr. Browning said except for what has already been approved; there were two job descriptions and promotions that were included in the Compensation Plan that was approved at the last meeting. Alderman Causey asked if those were in the Compensation Plan. Ms. Miller said they were. Mayor Vest said he thinks what was approved on first reading was a 3% raise for all employees plus the two position descriptions and promotions. Mr. Browning said that is correct. Mayor Vest said if we want to address any further changes to the Compensation Plan, he recommends we do that at the next meeting. Mr. Browning agreed. Alderman Causey said the Water/Sewer Fund budget was not approved at the last meeting. Mr. Browning said that is correct because it is approved by Resolution and requires only one reading. Alderman Causey said even if the two new positions were approved, she questioned if the increases were approved, since the Water/Sewer Fund budget was not approved. Ms. Miller said the increases were included in the Compensation Plan that was approved. Alderman Causey said she knew the increases were included in the Compensation Plan, but the Water/Sewer Fund budget itself was not approved. Ms. Miller said those two promotions are included in the Water/Sewer Fund budget that the Board will consider tonight. Alderman Causey said the Mayor is recommending that we pull those out and all employees will just get a 3% increase, and then the Board will consider all increases above 3% at the next meeting. Mayor Vest said the budgets the Board will approve tonight will not include any additional compensation changes; the only compensation changes are what were approved at the last meeting which is the 3% increase across the board. He said the Board will address these other items next month once we put some job descriptions together. Ms. Miller said just for clarification, job descriptions were submitted for those two promotions that the Board approved at the last meeting. Mr. Browning said those two positions were included in the Compensation Plan that the BMA approved at the last meeting. Attorney Wheeler said he is concerned from what he understands from the Town Recorder and the Town Administrator about what was approved because he wasn't at the last meeting, but if those two positions were approved at that meeting and if you approve the budget tonight, he thinks you have then approved those positions and raises. Attorney Wheeler said his suggestion is that the Board needs to do one of two things: if you want to reconsider the compensation plan including those two positions, then you need to either postpone the second reading of the budget along with the Compensation Plan, or you need to vote to retract your approval of the Compensation plan at the last meeting and postpone it until you meet next month to approve all compensation. Attorney Wheeler said if you want everything reconsidered, you must take one of those steps; if you are fine with what you did at the last meeting, then you can approve the budget tonight and the Compensation Plan as approved will be done. He said he doesn't know what the consequences might be if the Board retracts its approval of the plan. Ms. Miller said one issue is that we already have six payrolls in the new fiscal

year and every payroll that goes by, we have to recalculate employee backpay between what they are earning now and what pay increases they are given retroactive to July 1st. She said if we wait another month to pass the Compensation Plan, then it really gets difficult. Mr. Browning said in order to change what has already been approved, the Board would have to put it on the agenda to retract it because the Board has already passed the 3% increase plus the two positions. He said his suggestion would be, if the Board wants to review what has already been done, to address it at the next meeting. He said in order to change anything that you have already approved, then you would have to take specific action to undo that, and in order to do that, you would have to put it on the agenda to change it. Alderman Causey said the Board did approve the Compensation Plan, but as far as the Water and Sewer Fund budget, it was not approved. She asked Mr. Browning if he was saying that just because those two positions were included in the budget itself, that they were approved because the Compensation Plan was approved, because the Board didn't approve those two positions individually. She said she did ask the question at the last meeting that if the Board had questions on anything, could changes be made on second reading, and Mr. Browning said that was correct. Alderman Causey said her point is that the Compensation Plan is just the Compensation Plan showing the different positions in each department. Mr. Browning said typically the positions for every department are included, and the positions of the two people that were recommended for promotions were in the salary sheets for their departments, including their position titles and salaries. Alderman Causey said the Board did not approve the Water and Sewer Fund budget at the last meeting; it is on the agenda for tonight, so technically we are approving those positions at this meeting. Mr. Browning disagreed because the Compensation Plan approved by the BMA included those two positions. He said those salary sheets for each department would be part of the Compensation Plan; obviously the funding for all employee positions is in the budget for each Fund, but breakdown in terms of positions in each department are part of the Compensation Plan package that includes a listing of all positions and related salaries, and those were all together in the packet that went to the Board at the last meeting including job descriptions and recommendations for two positions and promotions. Mr. Browning said but again, it is whatever the Board wants to do; it becomes a question if the Board wants to review those positions again. Mayor Vest said he thinks it is safe to say if it has already been approved, then we can hash that out in the next 30 days, but if what we do tonight moving forward is approving these budgets, we want to make sure we approve the 3% pay increase for all employees that has already been approved; any additional supplemental increases need to come back with off-sets in expenses or increases in revenue and job descriptions for those supplements. He said that is something Mr. Browning suggested, and he agrees with him. Mayor Vest said he recommends we put in the motion along with approval of the budgets that any additional pay increases will need to come back at the next meeting. Mayor Vest asked Attorney Wheeler if that was correct. Attorney Wheeler said if he understands what the Mayor is saying, then the Board can give a raise but then take it back next month. Mayor Vest said he is assuming that the Board has already approved the two positions. Attorney Wheeler said those were included in the Compensation Plan approved at the last meeting, but you have not budgeted for those positions at this point. He said if you pass the budgets

tonight as presented, then those two positions would be budgeted for. Alderman Countermine said he agrees. Alderman Causey said what Mr. Wheeler is saying is that those two positions can be considered along with the rest of the employees we will be looking at for additional increases at the next meeting. Attorney Wheeler said the Board would have to take action to retract the approval of the Compensation Plan by adding it to the agenda and voting on it. Alderman Causey said employees being considered for an increase above 3% would all be addressed at one time at the next meeting. Alderman Countermine said we approved the two positions at the last meeting with the Compensation Plan. Alderman Causey said we approved the Compensation Plan showing the different positions, but we did not approve those people getting increases because the Water/Sewer Fund budget is being voted on at this meeting. Mayor Vest said the positions were approved, but not necessarily the funding for those positions. Alderman Causey said she agreed. Mayor Vest said we are kind of splitting hairs. Alderman Countermine said those positions are included in the budget. Ms. Miller said that is correct. Mr. Browning said the Water/Sewer Fund budget only has to be approved on one reading by Resolution. Mayor Vest said he has some issues with the Compensation Plan that he has discussed with Mr. Browning. He said he didn't feel there was enough time to look at some of the changes being recommended that are included in tonight's recommendations. Mayor Vest said he believes that if we are giving supplements to people because of things they do outside their job descriptions, then we need to get the job descriptions accurate or have descriptions for the supplemental duties. He said he wants to make sure that the Board is fair to all Town staff because we have a lot of great employees, and if people are going above and beyond and doing more than what their job descriptions entail, they should be compensated. He said we have to make sure we are treating everyone who goes above and beyond somewhat the same, and that is where he thinks an accurate job description comes into play. Mayor Vest said this brings us back to the FY2019-20 budgets for the General Fund, Solid Waste Fund and Drug Fund and setting the property tax rate. He said it is important that we get this done in order to move forward. Attorney Wheeler said he still thinks there is a discrepancy among Board members of what was passed and what wasn't passed at the last BMA meeting, and the Board needs to reach a consensus tonight about the Compensation Plan. Mayor Vest said he feels what is best is that the Compensation Plan the Board approved at the last meeting remain in place with a 3% pay increase for all employees. Attorney Wheeler reiterated that there needs to be agreement on what was passed at the last meeting. He said some members are saying the Board only approved the 3% increase and others are saying the Board approved the 3% plus the two position changes. He said if you have approved the two position changes, then that needs to be agreed on because otherwise it is going to be confusing to payroll staff. Mayor Vest said he feels the Board should stand by the Compensation Plan that was approved, and if we need to re-address some things that we did at the last meeting, then do it at the next meeting. He said he feels we need to approve the budgets with the Compensation Plan already approved including the two position changes we are talking about and nothing additional. Ms. Miller asked so the two positions that were approved at last the meeting will stand. Mayor Vest said if they have been approved, then they would stand unless we want to address those at the next meeting. Attorney Wheeler said he thinks once you approve

the budgets tonight, there are issues with taking those two position increases away from the employees. Mayor Vest said we will not take those back if we have already approved them. Alderman Causey said she recommends giving just the 3% and then address any additional increases at the next meeting when the full board is in attendance. Mayor Vest asked the other Aldermen if they would support Alderman Causey's recommendation. Alderman Countermine said in his opinion, we have already approved those two positions, and he agrees with the Mayor because those two employees may already know, and now we are saying we are taking back their promotions. He said he doesn't think that is good policy. Alderman Dickson said approve the 3% and then we will come back next month and deal with all the supplements. Alderman Causey said for everybody. Ms. Miller said we are addressing the two positions included in the Compensation Plan at the last meeting. Alderman Countermine said in other words, take back what we have already approved. Mayor Vest said there are questions about two positions that may have been approved at the last meeting as part of the Compensation Plan. Alderman Countermine said they did get approved. Alderman Dickson said he thought they did also. Ms. Miller said there were job descriptions for the two positions. Alderman Causey said the two job descriptions themselves were approved and the compensation for the people in those positions, but the budget with those increases has not been approved because it is being considered tonight. Mayor Vest said we have several requests for supplements and those are the only ones he has issues with because we really did not have time to look at those; we need job descriptions for those, and Ms. Miller is saying we were provided with a job description for the one she is recommending. Ms. Miller said and for the other position in Water Treatment. Alderman Countermine said the Board did receive the two new position descriptions. Mayor Vest said the Board needs to reach a compromise. He said he would like to see the budgets approved with the 3% Compensation Plan approved at the last meeting including those two positions, and there are a couple of other things that Mr. Browning has recommended that he feels are important to get approved as well. He said Recommendation #3, approving Stacy Cochran being made full-time as a Park Maintenance Worker in Grade 1 Step 1 is one of those. He said the Board has talked about that position for a long time. Mr. Browning said the Board would have to bring that up as a separate agenda item. Mayor Vest said he recommends consideration of that position and the other supplemental increases at the next meeting. Mayor Vest said we have discussion and possible action concerning 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, 2019, and ending June 30, 2020, including the Compensation Plan the Board approved at the August 29, 2019, Called Meeting. Alderman Countermine added including the two positions that the Board approved. Mr. Browning said that is correct. Alderman Countermine made the motion to approve on second and final reading 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, 2019, and ending June 30, 2020, including the Compensation Plan approved at the August 29, 2019 Called Meeting which included the approval of two position

descriptions and promotions. The motion was seconded by Alderman Dickson. The motion carried.

INSERT ORDINANCE

The next item on the agenda was the second and final reading of the Ordinance establishing the Garbage and Refuse Collection Fees for Fiscal Year 2019-2020. Mayor Vest asked the Aldermen if they had any comments. There being none, Alderman Causey made the motion to approve on second and final reading the Ordinance setting the Garbage and Refuse Collection Fees for FY2019-20, seconded by Alderman Countermine and duly passed.

INSERT ORDINANCE

The next item on the agenda was the Ordinance establishing the Water and Sewer Rates for Fiscal Year 2019-2020. Mayor Vest asked the Aldermen if they had any comments. There being none, Alderman Countermine made the motion to approve on second and final reading the Ordinance Establishing the Water and Sewer Rates for FY2019-20, seconded by Alderman Dickson and duly passed.

INSERT ORDINANCE

The first item under New Business was approval of a Resolution Establishing a Budget for the Water and Sewer Fund for the Fiscal Year beginning July 1, 2019, and ending June 30, 2020. Mayor Vest asked the Aldermen if they had any comments. There being none, Alderman Countermine made the motion to approve the Resolution Establishing a Budget for the Water and Sewer Fund for the Fiscal Year beginning July 1, 2019, and ending June 30, 2020, and seconded by Alderman Dickson. Upon call of the roll, the following Aldermen voted Aye: Alderman Countermine and Alderman Dickson. Aldermen voting Nay: Alderman Causey. The motion carried.

INSERT RESOLUTION

The next item on the agenda was consideration of an amendment to the Town's Purchasing Policy. Mayor Vest asked Mr. Browning to give a brief recap of the Purchasing Policy amendment. Mr. Browning said in the past the Town has operated using professional services like GRW Engineering that has all of our water system and hydraulic information on a cad program, and we have had successful projects with them for a couple of decades and continue to use their services. He said when we fund a water project, typically with Rural Development, GRW's rates are approved by Rural Development, and we don't have an issue of being overcharged. He said the Town has a history of some difficult times when we have used new engineers. He said our policy requires the Town to go through a procurement process, sending out notifications, and with some funding programs like a Block Grant, you have to do that anyway, and then you go through a rating process. He said we give high points related to historical information and the relationship with the Town, and we end up hiring the same firm

anyway. Mr. Browning said especially when we are submitting grant applications, we use people like TD Wood Engineering and Ken Ross Architects, who have a history with the Town. He said there are certain projects that it makes a lot more sense to hire those firms because of our good working relationship and history with them. Mr. Browning said the current purchasing policy requires procurement notifications, and he is recommending a change in the policy so that if the Board determines it is in the Town's best interest to not send out procurement notifications and to work with firms who have good working histories with the Town, then the Board has the authority to enter into a contract by vote. He said it is not something done by him or the Mayor; it comes to the Board who determines if it is in the best interest of the Town. He said that is basically the change. Mayor Vest asked if we still have some control over the cost involved. Mr. Browning said that is correct because it is by contract. Mayor Vest said he feels this change is good because we have a history of working with some really good companies and continuity is important. Mayor Vest asked the Aldermen if they had any comments and called for a motion. There being no further discussion, the motion was made by Alderman Countermine, seconded by Alderman Dickson, and duly passed to approve the amendment to the Town's Purchasing Policy.

INSERT POLICY

Mr. Browning said he did ask for an accommodation from the Board to add two contracts to the agenda that had been previously approved. Todd Wood, DT Wood Engineering, and Ken Ross Architects have been working with the Town on developing schematics on the Local Parks and Recreation Grant for the park behind the Senior Center. He said the BMA approved contracts with both firms at the July 15, 2019, meeting. He said he has sent the Board those contracts by email again because when the amendment to the purchasing policy was approved, it allows us to utilize the two firms for this project without sending out procurement notices. He said he is asking that the Board approve those contracts again. Alderman Causey made the motion to add to the agenda the approval of contracts previously approved at the July 15, 2019, BMA regular meeting, seconded by Alderman Countermine and duly passed.

Alderman Countermine made the motion to approve the contracts with DT Wood Engineering and Ken Ross Architects for professional services related to the LPRF Grant for the park behind the Senior Center, seconded by Alderman Dickson and duly passed. Alderman Causey asked if there will be new contracts since these were dated back in April. Mr. Browning said the new contracts will reflect today's date, but no other changes.

INSERT CONTRACTS

The next item on the agenda was consideration of a request for approval of Vines Farm Public Park. Mayor Vest said this is something we generally do in PRD (Planned Residential District) subdivisions being developed, and it is a great thing for the community to have a park near the new homes going in. He asked the Aldermen if they had any comments. Alderman Countermine asked if it was 2 acres. Mr. Browning

said approximately. Mayor Vest said it is a 2-acre park and ultimately ends up being a park that the Town maintains but has no cost in developing the park, and it's a great addition to our Town. He said hopefully we can tie all the parks together with sidewalks and trails at some point. There being no further comments, the motion was made by Alderman Dickson, seconded by Alderman Causey, and duly passed to approve the request for a public park at Vines Farm Subdivision.

The next item on the agenda was consideration on first reading of an Ordinance Re-Adopting Traffic Citation Regulations and Fees. Mayor Vest said this is related to a \$5.00 fee that the State allows to be added to traffic citations and to be used for technology purchases in the Police Department. Mr. Browning said based on the way the Legislature approved the fee, there was a five year Sunset provision in it. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Causey made the motion, seconded by Alderman Dickson and duly passed, to approve on first reading the Ordinance Re-Adopting Traffic Citation Regulations and Fees.

INSERT ORDINANCE

The next item on the agenda was consideration on first reading of an Ordinance Repealing the Privilege Tax on Establishments Licensed to Manufacture Intoxicating Liquors Within the Town of Jonesborough. Mayor Vest asked the Aldermen if they had any comments. There being none, motion was made by Alderman Countermine, seconded by Alderman Causey and duly passed, to approve on first reading the Ordinance Repealing the Privilege Tax on Establishments Licensed to Manufacture Intoxicating Liquors Within the Town of Jonesborough.

INSERT ORDINANCE

Alderman Causey asked if the Tennessee Urban Forestry Tree Grant needed to be added to the agenda for approval. Mr. Browning said it did not because the funding was included in the 2019-20 budget approved by the Board. Mayor Vest said this is a grant for trees to beautify the Meadows and help mask some things down there, and those trees will last a life time.

There being no further business, Mayor Vest adjourned the meeting.

ABBIE MILLER, RECORDER

CHUCK VEST, MAYOR