

JONESBOROUGH BEER BOARD

SEPTEMBER 10, 2018

The Board of Mayor and Aldermen (BMA) met as the Jonesborough Beer Board on Monday, September 10, 2018, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

The first item for consideration was an application for a retail off-premise beer permit for Main Street Tobacco, 614 West Main Street, by owner Babubhai Patel. Discussion took place about the renovations to the building and the grading behind the building. Mr. Browning said Harold Cochran is the property owner and has been informed that the deep cut behind the building has to be re-worked for safety purposes in order for vehicles and pedestrians to go around the back of the building or fencing or some other type system put in place to prevent vehicles and pedestrians from going around the back of the building. Motion was made by Alderman Counterline, seconded by Alderman Sell and duly passed, to approve the off-premise retail beer permit for Main Street Tobacco, 614 West Main Street, subject to the building renovations and the bank at the back of building being completed and a Certificate of Occupancy being issued by the Jonesborough Building Inspector and Fire Chief.

The next item for consideration was a request from Deb Kruse, owner of the Corner Cup, petitioning the Beer Board for an on-premise beer permit without receiving an ABC license as required by the Jonesborough Municipal Code. Ms. Kruse said she could not obtain an ABC license due to the minimum 40 seat requirement because she currently has only 16 seats in her restaurant. Ms. Kruse said she and Melinda Copp co-own the building, and Ms. Copp's business is the Mill Spring Makers Market which hosts local artists. Ms. Kruse said she would only use the beer permit one or twice a month for receptions for featured artists. Alderman Counterline said he felt this was a good idea and was in favor of issuing the permit to the Corner Cup. Mayor Vest expressed concern about the possible risk involved if this is opened up and someone not having the best intentions requests a permit which could potentially be abused in the future.

Bob Browning said there are certain conditions the Town could set for what could be referred to as a "Boutique Beer Permit". He said the percentage of food sales requirement of 77% would still need to be applied, servers would be required to have an ABC Server's License, any Town sidewalk consumption would have to meet the Outdoor Use/Special Occasion permit requirements and be approved by the BMA, and at any point the establishment could obtain an ABC license, they would be required to do so in order to maintain their on-premise beer permit. Alderman Countermine made the motion to defer the request from the Corner Cup until staff and the Town Attorney put together an amendment to the current On-Premise Beer Ordinance to create conditions for a Boutique Beer Permit, and for Ms. Kruse to bring back a request after second and final reading of the Ordinance. The motion was seconded by Alderman Dickson and duly passed.

There being no further business for the Beer Board, the meeting was adjourned.

ABBEY MILLER, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

SEPTEMBER 10, 2018

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, September 10, 2018, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Chuck Vest called the meeting to order. Adam Dickson led the group in an opening Prayer, and Craig Ford 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 David Sell. Also present were: Town Administrator Bob Browning, Town Recorder Abbey Miller, and Operations Manager Craig Ford. Town Attorney Jim Wheeler arrived after the meeting had been called to order.

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. Mayor Vest said he would like to pull for discussion Consent Agenda Item #8 – Revision of authorization to sell old back-up revolvers in the Police Department. There being no further discussion for the Consent Agenda, Alderman Causey made the motion, seconded by Alderman Sell, and duly passed to approve the following items on the Consent Agenda:

1. Approve the minutes of the July 9, 2018, and August 13, 2018, regular BMA meetings.
2. Approve the following August bills for payment:

<u>VENDOR</u>	<u>AMOUNT</u>
A-Z Office Resources, Inc.	727.35
Abbey Miller	113.49

Aflac	3013.56
Allen Dearstone	67.20
American General Life	118.16
American Red Cross	27.00
Andy Oxy Company, Inc.	80.34
Angie Sheek	15.00
<u>VENDOR</u>	<u>AMOUNT</u>
Anthony Lynne	20.72
Appalachian Light & Pro	1750.00
Archer Electric Service	525.00
Auto Zone	114.52
Bank of Tennessee	8982.12
Barnes Exterminating Co.	40.00
Blue Cross-Blue Shield	83839.45
Blue Water Industries	1311.04
Blue 360 Media, LLC	1319.92
Branham Corp.	15.34
Brenda G'Fellers	7.20
Brett Sean McCluskey	50.00
Brundage Bone Concrete	1776.60
Business Health	2659.00
Calvin Bennett	75.00
Celia Miles	22.32
CenturyLink	789.84
Chappell's Pest Control	45.00
Cindy Lees	9.60
Cintas Corporation	686.41
Comcast C/O 3PPP	260.05
Community Development	1000.00
Corechem Inc.	781.00
Debbie Alvis	40.00
Dennis Dwayne Brooks	525.00
Diesel Sales & Service	524.16
Earth Effects	6283.76
East TN Chemicals	48.00

Erwin Utilities/Electric	77.21
Evergreen Life Center	600.00
Fairway Manufacturing	329.90
Ferguson Enterprises #5	286.41
Fire Extinguisher Co.	277.45
First Tennessee Bank	6823.23
Fleenor Security System	144.00
Food City	50.44
Fuelman	3780.40
General Shale MSC	9483.92
Gerdau	15230.24
Gouge Masonry	384.00
Heisse Johnson Hand Up	100.16
Henry Schein, Inc.	92.25
Herald & Tribune	40.00
Idexx Distribution, Inc.	214.61
Ingles #4205	328.43
International Storytelling	505.65
Jefferson Sales South	750.39
John C Snyder	50.00
Johnson City Kubota	178.00
Jonesborough HRA	7495.00
Jonesborough Postmaster	225.00
Jonesborough Self Storage	650.00
Jonesborough Water Dept.	1739.04
Jonesborough/Washington	4610.70
Kenneth Rawls	10.36
Kimball Midwest	1316.70
King's Tire Service, IN	593.38
Knock Out Chemicals, IN	1271.85
Larry Timbs	12.76
Liberty National	2291.84
<u>VENDOR</u>	<u>AMOUNT</u>
Lowe's	1723.49
Mahoney's Sportsman's	76.49

Microbac A/R	38.00
Mountain Man Bob	33.60
Municipal Emergency	176.76
Northeast TN Tourism	2000.00
Old School Auto Parts I	1705.06
Olde Towne Hardware	333.03
Olde Towne Small Engine	176.80
Pace Analytical National	1710.00
Pardue Photographics	500.00
Pat Smith	14.40
Petersen Industries	111.19
Phyllis Anne Fabozzi	150.00
Quality Trophy & Engraving	32.50
Regions Bank	706.25
Reinhart Food Service LL	177.66
Reliance Standard	467.32
Ricoh USA, Inc.	6375.19
Ricoh USA Inc.	149.43
Robin Goodman	56.00
Saratoga	1070.25
Saratoga Financial	10035.39
Shred-It	30.82
Summers-Taylor Inc.	24018.30
TACP	150.00
Tennessee Fire Chiefs	100.00
The University of TN	200.00
TML Risk Management Pool	63971.00
TN Municipal League	1412.00
Town of Jonesborough	7950.00
Treasurer, State of TN	15730.00
Triad Freightliner	19.51
United Parcel Service	20.31
United Way	350.58
Utility Service Co., Inc	6743.60
Verizon Wireless	36.80
Vulcan Materials	170.44

Washington County Emergency	4841.00	
Washington Farmers Co-op	160.64	
Washington Farmers Co	21594.53	
Waste Management	1441.03	
White's Auto Parts	268.67	
Williams Electric		57.49
Your Image and More	49.00	
	\$354,741.00	

<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
---------------	----------------	--------------	-------------------

89795-89841 AP	\$89,451.84		
89842-89906 AP JUNE	\$50,749.76		
89907-89945 AP JUNE	\$56,109.85		
89946-89967 AP	\$12,230.69		
89968-89979 AP JUNE	\$35,588.58		
89980-89982 AP JUNE	\$6,640.63		
89983-89994 AP	\$11,506.85		
89995-90005 AP JUNE	\$3,396.72		
90006-90012 AP	\$2,500.89		
90013-90016 AP JUNE	\$7,433.92		
90017-90035 AP	\$6,462.83		

<u>VENDOR</u>	<u>GENERAL</u>	<u>WATER</u>	<u>SANITATION</u>
---------------	----------------	--------------	-------------------

90036-90040 AP	\$1,300.00		
90041-90068 AP	\$9,776.84		
90069-90072 AP	<u>\$4,807.05</u>		
	\$288,956.45		

57951-57969 AP		\$59,430.73	
57970-57993 AP June		\$40,873.52	
57994-57995 AP		\$32,642.00	
57996-58015 AP June		35,561.57	
58016-58019 AP		\$149,729.31	
58020-58021 June		\$39,450.94	
58022-58026 AP		\$7,223.44	
58027-58029 AP June		\$3,517.90	

58030-58032 AP	\$9,724.00	
58033-58038 AP June	\$17,152.52	
58033-58043 AP	\$7,067.72	
58044-58045 AP	\$232.67	
58046-58053 AP	\$3,072.26	
58054 AP	\$24,350.00	
58055 AP	<u>\$58,310.00</u>	
	\$486,262.34	
8027-8033 AP		\$9,596.64
8034-8035 AP June		\$5,577.05
8036-8044 AP June		\$3,281.76
8045 AP		\$133.64
8046-8048 AP June		\$13,406.46
8049-8050 AP June		\$2,84.33
8051 AP		\$163.75
8052 AP		<u>\$95.00</u>
		\$38,896.51

3. Approve the following Town Administrator Report:

Wastewater

The Wastewater Crew that was available has continued to assist in the preparation for the concrete pad of the Fleet Maintenance Facility. This effort also included installation of conduit, drain pipe, and tying of rebar over the 70ft x 250 ft area. The Wastewater Building is constructed and everything went very well with that construction. Herman Archer is currently working with Rick Duvall and Brad Depriest on the wiring of the building. The two main panels are in and they are working on the interior circuits and bay lighting. The Wastewater Crew has shot grades on the sewer line connection to the Fleet Maintenance Facility, and will construct the line soon.

Infiltration/Inflow – We have two main areas we are concerned about as major sources of I&I. The old sewer line down Little Limestone Creek from below the courthouse to S. Washington Drive is a problem when the creek is up. Cobern Rasnick feels most of our I&I is coming through sewer lids in the streets; they are not properly sealed and Cobern feels we can get up to 1.7 mgd of inflow into the system through the lids in very heavy storm events. There is a bladder seal that can be used with the sewer lids and Cobern will have his crew start installing these in early winter.

We have had ten (10) overflows of pump stations since the first of January which includes any small event. Most were caused by a pump malfunction that is not preventable, and actually ten is a very small number. Only two were from rain

events and they both occurred during the July 25th major storm where we had something like 6" of rain in a very short period. One was at Five Points where the creek covered a number of manholes coming down the drainage way along SR-81S and the pump station could not handle it, and the other was at Holmes Drive at a problem spot we are looking at totally reworking. We had an issue at the WWTP in February and March where the new headworks overflowed as a result of the large volume of flow the back-up diesel pump at the influent pump station was able to move up the hill. There is no way to expand the headworks, but Cobern Rasnick had his crew connect the old line to the old headworks to the new line coming up the hill so that they can split the flow and use both headworks. This allows us to handle the maximum volume we can pump out of our set up at the influent pump station (which is over 3 mgd). We have had no issues since that "fix".

Pump Station Elimination – Todd Wood and Cobern Rasnick will start developing in September the plan we need to present to TDOT and TDEC in order to get their approval to install a gravity sewer line through the box culvert under Jackson Blvd.

Water

Water Distribution has been working on line extensions, those funded through Washington County, and some tied to development. A number of the Distribution Crew have been assisting with the site preparation associated with the Fleet Maintenance building. With the more recent dry weather, the Distribution crew is grading and sowing the disturbed areas left from extensions and line repairs. This has grown into a very long list (over 300 yards) due to the terrible weather we have had through the spring and summer.

Water Treatment – The improvements we have made are working fine and both MIOX units are operable (one as back-up).

By-Products Reduction – The Solar-B aeration system at Woodlawn Reservoir is functioning like it was supposed to in an effort to reduce THM buildup in the tank. Telemetry has been installed at Woodlawn so the pumps can be controlled at the Water Plant. Before, it was a trip to the reservoir to turn on pumps. This allows operators to pump more regularly out of Woodlawn even at night when we have one person on duty. This keeps the water fresh and reduces by-product buildup in water standing for extended periods. Mark Brumback is looking at the cost of installing a mini MIOX unit at Woodlawn to help keep chlorine levels at the right place to eliminate by-products.

Note: We pulled by-product samples this week and sent them to Mt. Juliette. We won't get results, but will not be surprised if we exceed limits because of the terrible condition of the Nolichucky River due of all of the rain. We were slightly over the maximum limit for THM's at Glendale last quarter. We did not have to notify everyone in our system about being over the maximum limit because a violation occurs when we are over the average of the last four quarters. When the river is so muddy and the storm water flows are pulling a tremendously high load of organics into the river, we can clean up the water and disinfect it, but we still end up with high levels of organics in the finished water. These react with the chlorine molecules used for disinfection, and we get by-product generation. When the river is super loaded, there is only so much of the organics we can pull

out without current filtering system. Last quarter we had really heavy rain in North Carolina just before our sampling date, and the same thing happened this quarter.

Water Loss – We are still operating at our lower level of water loss. We have had a number of line breaks out of SR-81N and it looks like we are going to have to replace some very old PVC pipe.

Transportation

Jackson Blvd – Boones Creek Rd Intersection –Summers Taylor has been moving along on the retaining wall construction and lane expansions. They are expecting to be complete by the end of September (TDOT's completion date is September 30th), and it would be great if that intersection was functioning like it is supposed to during Storytelling.

Persimmon Ridge Road & W. Main Street – The intersection project is well underway and moving fairly rapidly. TDOT had designed a ditch line along the Randolph property (Rose Hill) on the southside of Main Street, but the ditch was going to run dead center into one of our sewer manholes. Plus, there is a power pole and the Randolph's hedge (which is actually on state R.O.W.) that would have to be removed. TDOT is redesigning the drainage to include a tile with curb and gutter on that side of Main Street which will allow them to eliminate the conflicts. That decision is very helpful to us and the Randolphs. The project end date was October 27th, but I'm sure that will be extended with the additional curb and gutter work.

N. Cherokee St./Smith Lane – Town Attorney Jim Wheeler has produced the deed for the R.O.W. needed to construct the connector from Smith Lane to N. Cherokee Street. The deed was sent to Janice Randolph for review, and she responded saying she was fine with it. Jim Wheeler needs to schedule a closing on the property. We are working through TDOT's self-managed projects criteria in order to move forward with the traffic signal. Wolfe Development is still expecting to grade the connector when the apartment complex development work begins above the commercial strip center.

Franklin Ave – The Street crew has been working on Franklin Ave. with the recent dry weather. They are doing a great job and are about 2/3 the way down Franklin Ave. with the slope work on the eastside of the street. When the grading and backfilling work is complete, we will repave the street before the county asphalt plant closes.

2nd Ave and Jackson Blvd – Still waiting to fit this project into our schedule. We expect to get this right turn project done before the asphalt plant closes.

Paving. – We have Franklin Ave. to pave, and a short extension of Willow Lane at Barkley Creek Park. We also want to pave the area between the Fleet Maintenance Facility and Equipment Shed.

Grants

LPRF Grant – We will pave the base of the Equipment Shed on our Rosenbaum Property after we pave Franklin Ave, and we can start moving pipe, etc. out of the shed at our old garage area. That will allow us to move the old shed out and start bringing in fill material. Our goal is to complete a large percentage of the grading associated with the park site by the end of this year.

CDBG Façade Grant – We finally have TN ECD approval for the Jackson Theatre structural work, marquee, and signage to go out to bid. This work includes the work funded through the Block Grant.

Jackson Theatre – We have received the approval to receive bids on the structural steel and roof work, the front façade marquee and sign, and the sprinkler system. These are different vendors. We are planning for those bids to be on October 2nd & 3rd. We are also working on trying to nail down the seating costs.

One big issue we have now is clearing out the Jackson Theatre and developing a location that the highly talented JRT set building crew can construct sets for upcoming JRT productions. There is a tremendous amount of items (costumes, props, furniture, flats, etc.) that are stored in a variety of spaces. There is a solution to the JRT's storage problem that is on the BMA agenda for Monday's meeting.

McKinney Center Parking – The grading of the bank from the curb along Franklin Ave. up to the parking lot is underway and hopefully will be completed by the end of next week, weather permitting.

State Appropriation (\$400,000) – We had to refill out the paperwork on the \$400,000 appropriated by the state in support of the Jackson Theatre project. They sent us the wrong forms. That has been resubmitted and Finance & Administration is supposed to be processing the check.

Maintenance Buildings Project – The Equipment Shed is constructed as is the Wastewater Building. The Fleet Maintenance Facility is under construction and the erection crew has most of the structural steel in place. When the erection crew goes on a four-day break, the block crew will come in and lay the block around the building pad. The erection crew will come back and complete the building. Currently we have about \$33,000 remaining in the \$750,000 original budget which includes covering the final payment to the erection crew. As expected we will go over the \$750,000 budget, and we are working on trying to project out the remaining costs needed to occupy the buildings.

We have a request into the TDOT for them to approve our revised access permit request to the Fleet Maintenance Facility from SR-353. We had to submit some additional information, but there was no indication TDOT had a problem with the change. This change saves us a lot of money.

Note: The Town staff working on our Rosenbaum property and on the Wastewater Building site preparation have done a really outstanding job. They have worked tirelessly, and we all should be very proud of what they have accomplished thus far.

Revision in Wellness Program – We are working on ways to cut the costs of our Wellness Program. We budget \$30,000 for the Wellness Program which we feel has been very successful over the years. The last couple of years we have seen our cost go up substantially, and there has also been a change in the nature of the workforce. I am currently looking to see what wellness costs might be shifted to our Blue Cross health insurance program. Craig Ford has also worked with Jim Montag at the Community Care Center near Arby's on a program that could be considered by some Town employees. I have concerns about its cost. At this point I am focused on cost containment while still getting the wellness-based preventative services that keep our workforce healthier. I hope to be able to discuss options in some detail by the October meeting.

Revision in Computer Services – I am currently working with Aldermen Countermine to explore ways to reduce our computer program costs. The cost of purchasing and maintaining computers through Saratoga has risen to the point we need to consider other options. We hope to provide proposed options by October or November.

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:

Work continued last month on the Stage Door. The concrete floor was poured and finished and we have begun rebuilding the interior structure. The interior walls are 70% complete on the first floor. We also have installed the four lam beams that run through the center of the building for the structural support.

We have also installed around 60% of the I-joists. Attention to detail has been key to make sure our new walls are square and floors are level. It has been a difficult task. Within the next week, we hope to begin installation of the sub-flooring for the second floor.

I have continued to look for ways to save money on this project. We received approval to install a 3-inch water meter from the front of this building. This eliminated the need to go all the way down the alley of the Jackson Theater.

With this change, it also allows us to install a regular hot water heater within the Stage Door, thus eliminating the need to install a hot-water re-circulating system that doesn't really work all that well and costs thousands of dollars.

I have also met with Brightridge engineers and we have worked out a plan that will allow us to operate the Stage Door once we are complete with construction, without having to wait for the mechanical room to be installed in the Jackson Theater.

The inmate crew also assisted in building the rebar footer cages needed for the footers in the fleet maintenance facility. They also assisted in the installation of the rebar.

With respect to the fleet maintenance building; the concrete floor has been poured and finished and the majority of the structural steel has been installed.

Once this is finished, the block masons will build the knee-wall, and the erector crew will return to install the finish metal on the building.

We also need to finish hauling stone and getting the site ready for asphalt. I hope to be ready for asphalt near the middle of the month.

The Waste Water building is structurally complete. I will be meeting with Cobern in the coming days to review plans for the interior "build out."

The Street Department began grade work and back-filling of the bank at the McKinney Center on the east side of Franklin Avenue. This is the last major hurdle to completing the Franklin Avenue project that was started well over a year ago. I am hoping we can complete this within another week and have Franklin Avenue ready to pave. Ideally, we could pave Franklin Avenue when we pave the Fleet Maintenance facility.

I have made application to Brightridge for power at the Fleet Maintenance facility. This is the last major hurdle with this project with respect to utilities.

Upon my involvement with this project, I recommend moving the entry road to the Fleet Maintenance facility several hundred feet to the east. This has much less of an impact on the condominium complex, and it saves money as well.

I first had our crew to grade the entire bank from the construction entry point to Main Street. This gave us the necessary site distance as you can now see all the way up to the bridge on Main Street. A request was sent to TDOT for the new entry. At the time of this report, I am unsure if we have received the approval.

This will save around \$200,000.00 on this project if approved. We were looking at \$50,000.00 to \$75,000.00 just to move utilities under the old entry point. In addition, there was drainage work that had to be completed as we had to cross over a major drain tile that crossed Old State Route 34 from the condominiums.

In addition, there was several hundred feet more to the west to construct the road, install the base, and install finish stone, binder asphalt and finish asphalt. This will be a major savings on this project with TDOT approval.

I have been working with the Highway Superintendent and the Assistant Highway Road Superintendent with Washington County to purchase a used boom-arm mower from the Washington County Highway Department. They have priced the used mower at \$9,000.00, which is a very good price.

They both feel that this unit should last Jonesborough another 10 to 15 years. This will be a "game changer" in our ability to keep our Town right-of-ways properly mowed during the summer months. We have been without a boom-arm mower for the better part of 10 years.

We have been testing the mower out for the past week and staff has been impressed with the results. It will need a little service work, but again, the price on this piece of equipment is an excellent deal.

PROJECTS PENDING

Bridge Replacement @ Barkley Creek

1. **Bridge Replacement @ Main Street Café**
2. **Pave rest of street and parking area @ Willow Creek**
3. **Complete renovation of Storytelling Center (downstairs)**
4. **Complete Franklin Avenue Project (500' of tile, 3 catch basins, move waterline to west side of street, curb, & pave)**
5. **Complete grade work at McKinney Center**
6. **Landscape the McKinney Center**
7. **Construct new speed table for sidewalk at Main and Franklin**

8. Stripe new stop configuration at Franklin and Main
9. Drainage and widening project @ Woodrow & Second Avenue
10. Repaint most speed tables and intersections
11. Construct spaces at Wastewater for salt, mulch, and/or compost
12. Construct speed tables on Scott Lane
13. Construct stone shoulders on Scott Lane
14. Construct speed table on Spring Street
15. Construct speed table on Main Street west of Second Avenue
16. Repair all speed tables downtown
17. Repair curbing for drainage issues in Timberridge Subdivision
18. Construct sidewalk and/or trail on Main Street from Clay Ave. to Forrest
19. Construct guardrail on Spring Street (Contract)
20. Repair guardrail @ Forrest and Old Boones Creek (Contract)
21. Curb cut at Old Stephenson House (Billington) (Brick repair by Jim Gouge)
22. Construct curbing and/or sidewalk from Central School Board office to Main Street on Dr. Kennedy's property (perimeter flooding issues)
23. Construct drainage on North Cherokee down High Street (Property flooding)
24. Construct retention wall @ Senior Center
25. Pave parking lot and construct sidewalks and curb @ Senior Center/Town Garage
26. Move Garage operation to Rosenbaum property and/or old Wastewater facility
27. Construct park @ Senior Center
28. Construct brick and granite sidewalk from Main Street down Second Avenue to Depot
29. Move Jackson sign from Oak Grove to Second Avenue
30. Re-construct Oak Grove Road after water line replacement
31. Construct or install over 1,000' of drain tile construct, various catch basin installation, stone, curbing and asphalt to widen Shell Road to County line and correct drainage issues
32. Renovate or permanently close camp site
33. Replace or repair scales at Wastewater plant
34. Replace or repair Visitors Center sign
35. Replace roof @ Visitors center (Contract)
36. Adopt Boones Street landscape plan and implement
37. Move DAR sign @ Main & Second
38. Paving list
39. Jackson Theatre project (Personnel – cleaning)
40. Stage Door Renovation
41. JRT Renovation
42. Construct bridge in park @ Stage Road Park
43. Demolish Mears house and construct storage facility
44. Repair deep drainage basin on Forrest
45. Drainage project @ Dean Chestnut's property
46. Pave parking lot @ Persimmon Ridge park
47. Construct remaining walking trail @ Persimmon Ridge Park
48. Construct utilities @ Firing Range
49. Get truck route signage fixed
50. Remove any and all signage in town and/or repair
51. Replace signage on 11-E to MUTCD standards
52. Construct additional parking @ Town Hall at a minimum if we are not going to expand public safety any time soon
53. Repair and/or replace sidewalks on Main Street west of Second Avenue
54. Replace sidewalk on Oak Grove Road
55. Repair sidewalk @ Slemmons House (?)
56. Comcast removal of poles @ Library (Contract)
57. Restripe Parson's Table parking lot

58. Construct handicap spaces on Fox Street
59. Repair yard @ Nansee William's residence
60. Construct turn lane at property on West Jackson near Persimmon Ridge
61. Construct left turn lane into Meadow Creek off Hwy 81N
62. Restroom construction @ Train Depot (?)
63. Plan to replace remaining cast iron line on East Main with DI. (We should at least replace line from Clay up to Franklin and tie onto new line up Franklin prior to constructing speed table.)
64. Construct ramp @ Storytelling Center off Cherokee
65. Resolution of Public Safety radio problems
66. Resolution on County fire service
67. Resolution on RMS system for police
68. Replace medians from Lowes east to Headtown Road
69. Landscape triangle on Jackson in front of Bank of Tennessee
70. Landscaping @ Barkley Creek Park entrance on Main Street
71. Replace trees in Post Office sidewalk planters
72. Design and install Town limits signs for major and minor arterial routes into Jonesborough
73. Construct connector road from North Cherokee to Smith Lane (future project)
74. Construct right turn lane on Jackson @ Second Avenue
75. Construct frontage road behind Medicine Shop
76. Drainage problem that has never been corrected at Headtown / President's Way/East Jackson
77. Re-evaluate drainage repairs in Walnut Grove
78. Flow fill sink hole in Water Park
79. Removal of large maple tree on common area of New Halifax across from Senior Center
80. Reconstruction of A-frame roof section in Christopher Taylor Cabin
81. Construct left turn lane into Dollar Tree
82. Easement Improvements on Fourth Avenue to Wastewater pump station
83. Construct Dog park on Rosebaum site

COMPLETE

STARTED

WATER DISTRIBUTION

FYI a list of line extensions and etc. are listed below.

1. Sliger Road off Spider Barnes Road water line extension, 1,680 feet, paid in full with approved plans. Tenn. one ticket call for utilities to be located. This is for Mr. Caple who is building a home, waiting on the line to be installed.
2. Taylor Bridge Road line extension off Jackson Bridge Road, for Joe Wilson and Jason Day. Plans approve, paid in full with 300 feet of pipe.
3. Taylor Drive off Sycamore Drive, 380 feet in length. This line extension is paid in full and material has been bid out, with approved plans. Jack White has his service line installed waiting on Jonesborough. Waiting on material to arrive.
4. Sliger Road / Sliger Drive off Treadway Trail. This line extension is 4,200 feet in length. We have around 1,000 feet installed. It has two 12-inch bores on this project. It is funded by Washington County. (Appx. 70% complete.) (The crew hit rock and is going to have to rent a rock hammer.)

5. ST. RT. 353 Water line replacement, Plans expire Dec. 21st of this year. This is a feed to the New Office location near Judge Vines Drive. This is very important connection that needs to happen. 400 feet in length.
6. Boones Creek / East Jackson Blvd. TDOT project. We have 400 feet to relocate, once a decision is made pertain to the bridge going to the Dollar Store. We have already relocated several water valves and water meters, on this project.
7. Hwy. 11-E / Precision Blvd. – Stockyard Road at the Industrial Park. This connect will be connected to the Stockyard line to make another feed to the Industrial Park. These plans expire July 5th 2018. Total footage 1,800 feet with a 12 inch bore under Hwy. 11-E. **(Had to renew permit for an additional year.)**
8. The new city garage off of Old State Rt. 34, relocating of 1,535 of six-inch water main.
9. Carter S/D, off Slate Hill Road, 3,160 feet of six-inch water line to be installed. Plans approved. **(This project has received state approval. Town has not received payment to purchase material or begin installation.)**
10. Roy Phillips Road, water line extension, in the design stage, total length 260 feet. **(In design)**
11. West Hill Drive, water line extension for Abounding Grace Church. In the planning stage. We have the permit for the road bore from TDOT. Total footage 820 feet. **(Casing has been installed under road, connection has not been made as material and installation has not been paid.)**
12. West Main Street from Oak Grove to North 3rd avenue, material purchased, plans approved. Total footage 600 feet. **(Had to apply for an extension. Plans approved, materials purchased.)**
13. Thornburgh Hills Road off Bowmantown Road, this is a County project. Total footage 1,890 feet in length. **(Material purchased, no TDEC approval yet.)**
14. Subdivision by Wolfe Development off Vines Drive in planning stage. This project will consist of six-inch water main. **(Project Started 09/04/19)**
15. Eden Estates off Sugar Hollow Road for Kelly Wolfe. This is in the planning stage consisting of 1,345 feet of water main. Roads will be cut in the near future for this project. **(Awaiting plans.)**
16. East Main Street from Forest Drive to the 24-inch connection. Total footage 2,120 feet. Material purchased, working on plans for TDEC to approve. **(Materials purchased, awaiting plans from Nashville.)**
17. East Main Street from Longview Ave to Forest Drive, total footage 1100 feet. **(Materials purchased working on getting approved plans through TDEC.)**

18. East Main Street to South Lincoln Ave. water line replacement, this is in the Budget this year, total footage 1,700 feet, if approved. **(Materials in storage.)**
19. Russell Circle galvanized replacement in this year's budget, total footage 1,020 if approved.
20. Grandview Drive galvanized replacement in budget, total footage 360 feet, if approved.
21. Campground, not sure what that may involve. **(Materials on hand)**
22. We are currently working with GRW on making Zone 1 larger with a PRV installed somewhere on Old Stagecoach Road Area. **(State approval received, in budget process for 18/19)**
23. Water line for the Jonesborough Fire / Police Department for training off Persimmon Ridge going to the water tank.
24. Fire Hydrant installation at intersection of Rhudy Lane. (County approved and paid for materials. One-call made)
25. **Three Inch meter connection to the JRT on Main Street. (Materials on hand)**

We currently have a total of 300 yards that need to be sown back due to line repairs and extensions. This doesn't include the meters, taps, work orders etc. on a daily basis. Water Distribution began working on the yards the week of September 04.

Complete Started

5. Approve the following Committee Reports: JRT Board of Directors, Jonesborough Board of Zoning Appeals and the Jonesborough Planning Commission.
6. Approve the following Supervisor Reports: Wetlands Water Park, Visitor Center Manager, Police Department, Water Treatment, Director of Tourism and Main Street Program, Water Distribution, Solid Waste and Recycling, Environmental Services/Wastewater, Street Department, Animal Control, Marketing Director, JRT Artistic Director, Fire Department, McKinney Center, Mary B Martin Program Director, and Building Inspector.
7. Accept the following employee resignations: Curtis Hunter, Water Worker I in Water Distribution, with an effective date of August 24, 2018; and William Arwood, Sewer Collection System Operator I, with an effective date of September 14, 2018.
8. Approve the position description for the Transportation Coordinator at the Jonesborough Senior Center with the position being funded through the First Tennessee Development District with the compensation level being \$22,000; appoint Susan Katko as the full-time Transportation Coordinator, subject to all pre-employment conditions; and approve the \$20 annual membership fee for any

participant in the Transportation Program and a \$4.00 per ride fee with the first ride free.

SENIOR CENTER TRANSPORTATION COORDINATOR

General Description:

The employee in this class is responsible for coordinating volunteer transportation for the Senior Center. The MyRide program is a grant-based program through the First Tennessee Area Agency on Aging and Disability. The Transportation Coordinator will be responsible for coordinating volunteer transportation between the volunteer and senior member participating in the program. MyRide is a door to door service to provide seniors with limited or no transportation; examples are trips to the doctor, grocery store and other essential places. This employee will also be responsible for the recruitment, training and management of the volunteers to ensure quality service is being provided. This employee will be responsible to provide transportation to the person in the event of a volunteer being unable to accommodate the need. The position does require use of the approved software for coordinating trips. Supervision from the Assistant Director and general supervision from the Director. Employee in this class works 40 hours per week.

Essential Functions of the Job:

- Responsible for coordinating the transportation needs of area seniors participating in the MyRide program.
- Recruits, trains and works with volunteers providing volunteer transportation.
- Assists in promotion of community involvement and participation.
- Drives Center vehicle or own vehicle as needed for volunteer transportation.
- Interacts with Senior Center participants to help determine needs and keep participants aware of services available through the Center.
- Responsible for maintaining the transportation portion of the Retired Senior Volunteer Program (RSVP) database and record keeping.
- Maintains communication and encourages positive reinforcement of Volunteers.
- Be involved in meetings with the First Tennessee Area Agency on Aging and Disability and keep current on policies and procedures related to this program.
- Responsible for maintaining eligibility requirements for riders and keeping concise records on participants.
- Responsible to ensuring background checks and training is done for each volunteer driver and communicating information back to the Center Director.

Required Knowledge, Skills and Abilities: General knowledge of the overall coordination of services and activities at the Senior Center. Must have the ability to work in a team environment and multi-task. Must possess strong customer service skills. Willingness and ability to follow and perform assigned instructions and tasks; ability to properly operate Senior Center vehicles.

Acceptable experience and training: Must possess a high school diploma or GED; a minimum of two years' experience in the arts and in program activity work; or any equivalent combination of experience and training certifications which provides the required knowledge, skills and abilities. Possession of a valid Class F, for-hire driver's license issued by the State of Tennessee and ability to pass Town of Jonesborough Senior Center vehicle driving course.

Other Requisites: From time to time the incumbent may be assigned special duties by a superior or, on a temporary basis, may be asked to assist other employees occupying a different position. Employees in this class may be required to work overtime, weekends, holidays and be in an on-call status from time to time. This job description should not be construed as an all-inclusive statement of every task required of this position, but as a fair representation of the great majority of the work. Every effort will be made in advance to inform the incumbent of the temporary additional assignments, which under no circumstance are intended to constitute a demotion.

ADA Requirements:

Physical Requirements: Requires walking, bending, light lifting, or other restricted physical activities.

Environmental requirement: Task is regularly performed without exposure to adverse environmental conditions (e.g. dirt, cold, rain, fumes).

Sensory Requirements: Task requires visual perception and discrimination. Task requires color perception and discrimination. Task requires sound perception and discrimination. Task requires oral communication ability.

Reasonable accommodation: Reasonable accommodation(s) if needed will be provided for the employee to perform the required job with adequate strength, dexterity, coordination and visual acuity and in a manner that does not pose a direct threat to the health or safety of the employee or others in the workplace.

9. Approve the Special Event Request for Halloween Haunts and Happenings to be held on Saturday, October 27, 2018, from 4:00 pm to 8:00 pm on Main Street, with Main Street and associated side streets being closed at 3:00 p.m. on Saturday, or if the Haunted Half Marathon is approved, have Main Street closed from the end of the Half Marathon until 9:00 pm at the end of Halloween Haunts and Happenings.

10. Approve the 2018 Concession Agreement with the Persimmon Ridge Soccer Association.

11. Approve the Special Events – Special Occasion Outdoor Use Permit application from the International Storytelling Center to allow beer to be sold in a designated tent area in the library parking lot on Thursday, October 4, 2018, subject to the Town Attorney’s review and acceptance of the proof of insurance and the Hold-Harmless Agreement.

Mayor Vest addressed the request for the revision of the authorization to sell old back-up revolvers to Police Officers. He expressed concern on the clarification to make sure everything is handled properly for the police officers purchasing the surplus revolvers and the arrangement with the Jonesborough Armory. Alderman Countermine asked about comparable pricing. Police Chief Ron Street said they had checked with three gun vendors and the price of \$215 is very comparable. There being no further discussion, Alderman Sell made the motion to allow Jonesborough Police Officers to purchase their Smith and Wesson revolvers that have been declared surplus property at the amount of \$215 each through an arrangement with the Jonesborough Armory and subject to Attorney Wheeler’s review of the State guidelines. Alderman Countermine seconded the motion and it was duly passed.

The next item on the agenda was the approval of the Financial Report. Mayor Vest asked the Aldermen if they had any comments concerning the Financial Report. Alderman Sell asked Town Recorder Abbey Miller about the revenue in the General Fund. Ms. Miller said this time of the year revenues are slow coming in until property tax notices are sent out the first of October. Alderman Sell said he feels the reserve funds in the General Fund need to be built up. Mr. Browning said we are putting money in reserve for the Community Facility loan. Alderman Sell said he also feels we need to have a business plan for the Jackson Theatre, something he has requested for a long time. Mayor Vest said according to the JRT reports, the theatre is making money, and hopefully that will be the case for the Jackson Theatre. Motion was made by Alderman Causey, seconded by Alderman Countermine and duly passed to approve the Financial Report as presented.

Communications from the Mayor was the next item on the agenda. Mayor Vest said he had a few comments. The Mayor announced that Fire Chief Phil Fritts was given the Excellence in Risk Management award by TML at the recent Tennessee Municipal League State Conference. Mayor Vest congratulated Cameo Waters for a receiving a \$12,000 grant to reproduce the Town’s Visitors Guide from the Department of Tourism, and a scholarship to the National Main Street “Boot Camp” to be held in Chattanooga; Fire Lt. Chason Freeman, representing the Fire Dept., won the Donut Eating contest at the Paws In Blue fundraiser, beating out the Police Dept. Mayor Vest said the Paws In Blue event was a great success, and he appreciates the efforts of Ruth Verhegge for this fundraising event to help purchase a K-9 dog for the Police Department. He said that Mary Sanger and the Senior Center won another award from the Southeast Regional Council on Aging Organization for the Center’s Story Initiative, which resulted in the performance of “*Not All That I Carry*” last November; the Senior

Center will perform a new upcoming story-based play “*We Were So Young*” this coming November. Mayor Vest announced there will be a reception honoring Frances Lamberts at the Visitor Center on Wednesday, September 26th, at 12:30 p.m., sponsored by the Tree and Townscape Board, to celebrate Ms. Lamberts dedicated service to the creation and care of the Ardinna Wood Arboretum and the Butterfly Garden at the Pliny Fisk Recycling Center on Britt Drive. He added that Ms. Lamberts will be moving to Germany in the near future. Mayor Vest said he attended Brews and Tunes this past Sunday, and it is a very good event. He then suggested that since Movies on Main was not happening, he would like for Melinda Copp and Cameo Waters to explore the idea of moving Brews and Tunes to Saturdays for the 2019 season, especially since the Main Street Café is open on Saturday evenings.

Mayor Vest congratulated Jim Wheeler and former Alderman Jerome Fitzgerald for recently being elected to the Washington County Commission. Mayor Vest said there are three people running for the two Aldermen positions in the upcoming November 6, 2018, Town Aldermen election: Alderman Virginia Causey, Stephen Callahan and Charlie Moore. Mayor Vest said he invited Mr. Callahan and Mr. Moore to this meeting to introduce themselves, as well as Alderman Causey, and to give a brief statement of why they are running for an Alderman position.

Alderman Virginia Causey said she was honored when she was appointed as an Alderman by the BMA. She said she is running with the two gentlemen, and they are both good citizens. Alderman Causey said she is looking forward to four more years on the BMA if she is elected. Ms. Causey said she is very honest, trustworthy, loves Jonesborough, and would appreciate everyone’s vote.

Charlie Moore introduced himself and said there are only two Aldermen seats open, and it is shame there are not three because he feels all three are good candidates. Mr. Moore said Stephen Callahan has a fabulous business that is flourishing in downtown. Mr. Moore said he was on the Town Board before and Ms. Causey tried to keep him out of hot water a time or two, and sometimes he did not listen like he should have. He said he loves the Town and everything going on now. Mr. Moore said he loves being involved with the Town and would appreciate everyone’s vote.

Stephen Callahan introduced himself and thanked Mayor Vest for inviting him to the meeting tonight. Mr. Callahan said he and his wife, Jessica, are very blessed to have the opportunity to have a business downtown. He said since living in Jonesborough, there is one thing that he has found out about himself and that is he really loves this little town and its sense of beauty and its vibrant atmosphere. Mr. Callahan said it would be an honor to serve on the Board of Mayor and Aldermen and would appreciate everyone’s vote.

Mayor Vest said there are two committees that have vacancies that need to be filled. He said the first committee is the Senior Center Advisory Board, and Mary Sanger, Senior Center Director, is recommending Phyllis Fabozzi to fill the vacancy. Alderman Terry Countermine made the motion to appoint Phyllis Fabozzi to the Senior Center Advisory Board, seconded by Alderman Dickson and duly passed.

Mayor Vest said there are two vacancies on the Chuckey Depot Museum Advisory Committee, and Rachel Conger, Director of Parks and Recreation, is recommending Jay Jarman and Randy Sanders to fill those two vacancies. Alderman Causey made the motion to appoint Jay Jarman and Randy Sanders to the Chuckey Depot Museum Advisory Committee, seconded by Alderman Sell and duly passed.

Mayor Vest asked James Walden to come forward to accept the September, 2018, Employee of the Month Award. Mayor Vest read the following nomination letter:

For September 2018, I would like to nominate Street Department Employee James Walden to receive Employee of the Month Honors. I would like to introduce you to James’ character, and then give one example of his excellent service to the community and citizenry of Jonesborough. James may be the model ‘quiet’ employee. He comes to work each day, to execute a plan of excellence, and as far as I am concerned, he has been successful in this endeavor each and every day that I have

had the honor of working alongside James. James does not simply go about his task, but adds to the leadership of our Street Department with ideas, solutions and direction. James is a go-to guy for Glen and myself, concerning layout and implementation of a plan or project, and/or specifics of how something was previously installed. Glen and I agree, that James has the memory of an elephant. With so many large and small details concerning each job or project, information can be lost in the shuffle. James is an excellent historian and always remembers a jot or tittle, or important detail or observation that is pertinent to the project. The Street Department has been heavily involved in the building of several key elements of the new Town facilities project, along with Water Distribution. James has single handedly surface-mined, prepared and loaded over 1000 loads of slate base stone material that is being used in road building and the building pad preparation part of the new facilities project. That means being in a track hoe in the heat, for 10 – 12 hours a day, loading and staying ahead of 7 – 9 dump trucks hauling stone away from the quarry and to the job site. James never has offered a single complaint. That's about 35 million pounds of material he has 'mined' and loaded, himself. He has worked several entire days just mining and stockpiling material to load into the trucks, built roads to get access to the stone material, monitored and worked on the equipment, and never a complaint. If this were but one example of James' work ethic, I think he would be worthy of Employee of the Month, but this is a daily, weekly and yearly way of operation for James Walden. He is an exemplary employee, that any department or crew would be honored to have on staff. It is a privilege and honor for me to be able to recommend James Walden for Employee of the Month for September 2018. Submitted by Malcolm Highsmith

Mayor Vest thanked Mr. Walden for his hard work and dedication to the Street Department and to the Town.

Alderman Communications was the next item on the agenda. Mayor Vest asked the Aldermen if they had anything they would like to address. Alderman Countermine said the 14th annual Bocce Tournament raised \$1,000 for the Washington County-Jonesborough Library. He said 100 people attended the tournament, and everyone had a great time. Alderman Sell reiterated the need for the Town to build reserves in the General Fund. He said Craig Ford and Jim Montag, PA-C, Jonesborough Community Care, are working on a proposal for changes to the wellness program which in the long term will result in cost savings. He said he enjoyed bagging groceries at Food City for the Paws In Blue fundraiser. Alderman Dickson said the Paws In Blue Saturday event was a success and had a good turnout. He asked everyone to remember Pam Daniels and her family due to the passing of her mother, Alma Brown. Alderman Causey asked that everyone also remember employees Ben Grizzle and Skye McFarland.

Town Attorney Comments was the next item on the agenda. Attorney Jim Wheeler said everything looked good on the litigation front and he has no new litigation to report.

Mayor Vest asked if there were any citizens who would like to make comments at this time.

Raymond Marney and Barbara Grooms, Wakefield Village, 1122 Miller Drive, addressed the Board concerning the grinder pump station at their condominium complex. Mr. Marney said JP Development built the condominium complex and installed the pump station and had informed Mr. Marney that the Town was to assume ownership and maintenance of the pump station, but after completion the developer was told the Town did not have the funds to maintain the station and would not take over the responsibility as promised. Mr. Marney said he and Ms. Grooms have asked the Town several times to take over maintaining the pump station and have not received any replies since December, 2016. He said they are requesting that the Town assume ownership and maintenance of this pump station. Mayor Vest asked Bob Browning about the Town's responsibility for the pump station. Mr. Browning said this is a private pump station. He said JP Development had the option to gravity flow the sewer or install the pump station, and the developer chose the pump station and agreed to privately maintain it. Mayor Vest asked if they had problems with sewer backup, and Mr. Marney replied they did not. Mayor Vest said unless there is a liability issue, he feels the Town should take responsibility for the pump station. Mr. Browning said the

Town would not be responsible for the electric bill, and the homeowner's association would be responsible for that cost. Alderman Sell said he feels the Town should take responsibility to maintain this sewer pump station. Attorney Wheeler said a written agreement should be prepared and brought back to the BMA for approval before the Town assumes the maintenance and care of the pump station.

Jay Jarman, 410 Hillrise Drive, addressed the Board concerning the speeding problem on Spring Street and all over the Town. He said he feels a stop sign should be placed at the intersection of Main, Boone and Spring Streets. Alderman Countermine said he felt small speed limit signs placed in various locations in the middle of Main Street would help slow traffic down. Mr. Jarman said the Historic Zoning Commission did an inventory of the signs downtown and recommended some of the signs be taken down because there were too many. Alderman Sell said he agreed that traffic needs to be slowed down all over Town. Mayor Vest suggested referring this issue to the Traffic Advisory Committee for them to address and possibly bring back recommendations to the BMA.

Jeff Dupre, 201 West Woodrow Ave, inquired about an update on the expenditures of the new Town maintenance facility and Wastewater building projects. Mayor Vest said that costs are being kept down as much as possible, and it looks like the cost will be approximately \$800,000, which he feels very comfortable with.

Mayor Vest asked about the speeding on Depot Street that was discussed at the last meeting. Police Chief Ron Street said enforcement has been increased on Depot Street, especially in the afternoon when school lets out, and more citations are being written.

The first item under Old Business was the Special Events Permit application for the Haunted Half-Marathon to be held on Saturday, October 27th. Mayor Vest said that Operations Manager Craig Ford and Police Chief Ron Street had met with Hank Brown from We Run Events to work out the details of the event and to discuss a reasonable fee schedule, and it appeared that Mr. Brown has agreed to a \$2,000 donation to the Paws in Blue campaign in lieu of a fee to hold the event. Attorney Wheeler said that the Town cannot solicit a donation for a fee. He said the Special Events Permit Ordinance has to be amended to include a fee schedule and distinguish fees for a for-profit and a non-profit organization. Craig Ford said he and Chief Street did not solicit any donation; Mr. Brown offered that. Hank Brown said they love holding the half marathon in Jonesborough and appreciate the support they receive from the Town. He said it looks like there will be 800 to 1,000 runners this year. Alderman Dickson made the motion to approve the Special Events Permit without any fee required to We Run Events for the Haunted Half-Marathon on Saturday, October 27, 2018, with Main Street and associated streets being closed at 8:00 a.m. and continued to be closed, if necessary, for afternoon events, and remain closed from 3:00 p.m. – 9:00 p.m. for Halloween Haunts and Happenings. The motion was seconded by Alderman Causey and duly passed.

The first item on the agenda under New Business was the request for an Outdoor Use Permit request from Mary Sipple, owner of the new A Taste of Texas restaurant, to put two 2-seat tables on the sidewalk at the front of the restaurant to the right side of the front entrance and a portable chalkboard sign out front. There being no discussion, Alderman Countermine made the motion to approve the Outdoor Use Permit request for the Taste of Texas restaurant, owned by Mary Sipple, to place two 2-seat tables and a portable chalkboard sign on the sidewalk area in front of the restaurant, subject to the Town Attorney's review and acceptance of the proof of insurance and the Hold-Harmless Agreement. The motion was seconded by Alderman Sell and duly passed.

The next item on the agenda was the approval of an area above the Recreation Building at Persimmon Ridge Park for the construction of a 100 ft. x 50 ft. storage warehouse for the JRT to house their materials, costumes, props, and furniture as well as proper space for set building. Mayor Vest said a lease agreement needs to be worked out by the Town Attorney between the Town and the JRT Board of Directors to be brought back to the BMA for approval. Mayor Vest said he feels in the future the BMA should be notified in advance before ground is broken on Town property. There being no further discussion, Alderman Causey made the motion to authorize the use of the area above the Recreation Building for the construction of a 100 ft. x 50 ft. warehouse building to be paid for by the Jonesborough Repertory Theatre Board of Directors, and authorize the Town Attorney to develop a lease agreement between the Town and JRT Board to be brought back to the BMA for approval. The motion was seconded by Alderman Countermine and duly passed.

The next item of business was approval of a Resolution authorizing the extension of the \$3,294,000 General Obligation Bond Anticipation Note with Rural Development. Town Recorder Abbey Miller said the current draw request form reflected a completion date of April, 2018, for the Jackson Theatre, and this Resolution authorizes the extension of the anticipation note to April, 2020. There being no discussion, Alderman Dickson made the motion to extend the General Obligation Bond Anticipation Note

portion of the Community Facilities Loan with Rural Development. Alderman Causey seconded the motion and it was duly passed.

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

ABBAY MILLER, RECORDER

CHUCK VEST, MAYOR