



## **BOARD OF COMMISSIONERS MEETING MINUTES**

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November 17, 2016

**1. Call to Order:**

Mayor Gross called the meeting to order at 7:00 p.m.

**2. Pledge of Allegiance:**

**3. Roll Call:**

**Voting Members**

Gary Corlew, City Commissioner	Present
Tony Gross, Mayor	Present
Gordon Lampley, City Commissioner	Present
Glenn Remick, City Commissioner	Present
Bob Stohler, Vice Mayor	Present

**Non-Voting Staff**

Debbie Finch, City Mgr. /Recorder	Present
Jennifer Noe, City Attorney	Present
John Lawless, Assistant City Manager	Present
Clint Biggers, Public Works Director	Present
T.C. Swaggerty, Public Safety Officer	Present
Eugen Ivey, Chief of Fire and Police	Absent
Brandy Miniatt, Park Director	Absent

**4. Declaration of a Quorum:**

Mayor Gross declared there was a quorum.

**5. Approval of the Minutes:**

Commissioner Remick made a motion to approve the minutes for the October 20, 2016 meeting. Commissioner Stohler seconded the motion and it passed with a unanimous vote.

**6. Confirmation of Agenda:**

Mayor Gross announced amendments to add to the current meeting agenda:

Item F – Resignations of Commissioners Lampley and Stohler.

Item G – Commissioner Lampley to address the Board.

Item H – Filling of vacant seat on City Commission Board

Item I – Secondary meters (summary of usage)



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Commissioner Stohler made a motion to approve the meeting agenda as amended.  
Commissioner Remick seconded the motion and it passed with a unanimous vote.

**7. Announcements from Commissioners:**

Commissioner Stohler congratulated Mayor Gross, Commissioner Remick and soon to be Commissioner Lorenz on their recent election. Mayor Gross congratulated Assistant City Manager John Lawless for completion of the initial course in the CMFO program.

**8. Community Input and Concern:**

Janet Walker – 1014 Cliff View Drive, Kingston Springs  
Tony Campbell – 330 Maple Street, Kingston Springs

**9. Department Reports:**

No additional comments or reports.

**10. Legal Updates:**

City Attorney Jennifer Noe discussed the new Wine in Grocery Store law that passed in the November election.

**11. Unfinished Business:**

No unfinished business to discuss.

**12. New Business:**

**A. Ron Yoho (106 Ellersly Way) Request to extend sidewalks from Downtown to Ellersly Way:**

Mr. Yoho was not present at the meeting and no discussion took place.

**B. Jay Collier – Eagle Scout Project**

Mr. Collier discussed his Eagle Scout Project, partnering with the South Cheatham Friends of the Library, to install “Free Little Libraries” in Burns Park and City Park in Kingston Springs. These are “take a book, leave a book” boxes, approximately 4’X4’. Interim City Manager Debbie Finch suggested Mr. Collier work with Parks Director Brandy Miniat to determine a location in the parks for these boxes and Mr. Collier indicated he would. Commissioner Remick made a motion to approve the project. Commissioner Corlew seconded the motion and it passed with a unanimous vote.



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- C. **Town Christmas Decorations Update:**  
Assistant City Manager John Lawless gave the Commission an update on the purchase of new Christmas decorations, the addition of South Luyben Hills road in the decoration footprint, and the timeline of having them installed around town.
- D. **Appointment to the Park Board:**  
Appointment to replace term vacated by John Lawless (whose term became “Term of Employment”) to run from 2016-2019. Mayor Tony Gross recommended Trip Spear for the position. Commissioner Remick made a motion to approve the appointment. Commissioner Stohler seconded the motion and it passed with a unanimous vote.
- E. **Appointment to the Board of Sign and Construction Appeals:**  
Interim City Manager Debbie Finch mentioned that Rick Spafford had expressed interest in the appointment. Commissioner Stohler made a motion for Rick Spafford to be appointed to the Board of Sign and Construction Appeals. Commissioner Corlew seconded the motion and it passed with a unanimous vote.
- F. **Resignations of Commissioner Lampley and Commissioner Stohler:**  
Commissioner Remick made a motion to accept the resignations of Commissioner Lampley and Commissioner Stohler. The motion was seconded by Commissioner Corlew and passed with a unanimous vote.
- G. **Commissioner Lampley to Address the Board:**  
Commissioner Lampley addressed the Board, read his resignation letter and explained that moving his primary residence out of Kingston Springs lead to his resignation. Mayor Gross then presented Commissioner Lampley with a plaque celebrating his service to the town of Kingston Springs.
- H. **Filling of Vacant Seat on City Commission Board:**  
Mayor Gross indicated he had worked with MTAS on the process of appointing a new City Commissioner to fill the seat vacated by Commissioner Lampley. According to MTAS the vacated seat can be appointed by the Board of Commissioners. Mayor Gross opened the floor for nominations to fill the remaining two years of Commissioner Lampley’s term. Commissioner Corlew made a motion to appoint Robert Stohler for the remaining two years of Commissioner Lampley’s term. The motion was seconded by Commissioner Remick and passed with a unanimous vote. Mayor Gross then mentioned Commissioner-elect Stohler would be sworn in by City Attorney Jennifer Noe at the end of the meeting.



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I. **Secondary Meters:**

Commissioner Stohler made a motion to approve the reimbursement for secondary water meters. The motion was seconded by Commissioner Remick and passed with a unanimous vote.

**13. Surplus Items:**

Battery Back-Up – Parks Department. Commissioner Remick made a motion to surplus a battery back up from the parks department. The motion was seconded by Commissioner Corlew and passed with a unanimous vote.

**14. OTHER:**

Commissioner-elect Stohler was sworn in by City Attorney Jennifer Noe.

**15. ADJOURNMENT:**

Commissioner Remick made a motion to adjourn. The motion was seconded by Commissioner Corlew and passed with a unanimous vote. Mayor Gross adjourned the meeting at 7:28 p.m.

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**Francis A. Gross, III**  
**Mayor**

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**Debbie Finch**  
**Assistant City Mgr. /Recorder**