



**Kingston Springs Board of Commissioners
Regular Business Meeting Minutes
January 17, 2019**

**Meeting Minutes
January 17, 2019**

1. Call to Order:

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

2. Pledge of Allegiance:

3. Roll Call:

Board Members in Attendance:

Josh Eatherly, Commissioner	Present
Tony Gross, Mayor	Present
Mike Hargis, Commissioner	Present
Geoff Lorenz, Vice-Mayor	Present
Glenn Remick, Commissioner	Present

Staff in Attendance:

John Lawless, City Manager	Present
Debbie Finch, Assistant City Manager/Recorder	Present
Martha Brook Perry, City Attorney	Present
Tom Brostowin, Public Safety Officer	Present

4. Motion to Approve the December 20, 2018 City Commission Meeting Minutes:

A motion to approve the December 20, 2018 City Commission meeting minutes was made by Vice-Mayor Lorenz, seconded by Commissioner Eatherly, and passed unanimously

5. Motion to Approve the January 17, 2019 City Commission Meeting Agenda:

Mayor Gross amended the Agenda to add Sharon Armstrong to the agenda as item 11B under new business.

A motion to approve the amended January 17, 2019 City Commission Meeting Minutes was made by Commissioner Hargis, seconded by Commissioner Eatherly, and passed unanimously.

6. Announcements from Commissioners:

Mayor Gross appointed Commissioner Remick to be the Board of Commissioners representative on the KS Regional Planning Commission, a seat recently vacated by Gary Corlew.

7. Community Input and Concerns:

Jennifer Webel – Cedar Ct Kingston Springs, TN

8. Department Reports:

None

9. Legal Updates:

City Attorney Perry stated the Comcast franchise contract was still under review and there were no new developments. She then recommended that the town draft and send a demand letter to Comcast as its been close to two years past the expiration on the franchise agreement. After agreement from the board, Attorney Perry stated she would draft a letter and will have it for the next meeting.

10. Old Business:

A. Second Reading of Ordinance 18-007 – Amending the Employee Work Policy of the Town of Kingston Springs, Tennessee, Section III-H, Employment-Types of Employees, and Section IV-B, Leave Policies-Annual Leave.

A motion to pass Ordinance 18-007 - Amending the Employee Work Policy of the Town of Kingston Springs, Tennessee, Section III-H, Employment-Types of Employees, and Section IV-B, Leave Policies-Annual Leave on second reading was made by Commissioner Remick, seconded by Commissioner Eatherly, and passed unanimously.

B. Second Reading of Ordinance 18-008 – Amending Title 7, Chapter 1, Section 7-1001 of the Kingston Springs Municipal Code to Adopt Updated International Fire Code and Amending Title 12, Chapter 12, Section 12-1201 through 12-12-6 to Reference the newly Adopted Fire Code.

A motion to adopt Ordinance 18-008 - Amending Title 7, Chapter 1, Section 7-1001 of the Kingston Springs Municipal Code to Adopt Updated International Fire Code and Amending Title 12, Chapter 12, Section 12-1201 through 12-12-6 to Reference the newly Adopted Fire Code on the second reading was made by Commissioner Hargis, seconded by Commissioner Eatherly and passed unanimously.

- No public meeting was held for Ordinance 18-007 or 18-008 as they did not fall under a financial or zoning code modification and a public meeting was not required before passage.

C. New Business:

A. Motion to waive Activity Center user fee for Tennessee Department of Transportation (TDOT) to conduct a public involvement meeting for their upcoming I-40 Corridor Study.

City Manager Lawless explained that the TDOT had asked Kingston Springs to be a regional host for an upcoming community involvement meeting regarding a TDOT Statewide Study on the I-40 corridor. The meeting would likely take place in late summer or early fall and would be held at the Activity Center. Commissioner Hargis asked if TDOT would still be required to purchase event liability insurance, and City Manager Lawless said they would. A motion to approve waiving the fee for use of the Activity Center for the TDOT public involvement meeting was made by Commissioner Remick, seconded by Commissioner Hargis, and passed unanimously.

B. City Planner Sharon Armstrong discusses upcoming Community Planning initiative.

City Manager Lawless introduced City Planner Armstrong and explained to the Commissioners that she would be discussing a Community Input Planning Initiative that hoped to accomplish three objectives:

- Listen to the concerns of the community
- Educate the community on the planning and zoning process
- Create a plan for future development

City Planner Armstrong elaborated on the proposed Community Input Meetings. She stated that the town has hosted three prior community input meetings. The first being the Land Use Plan that was required by the State of Tennessee. This plan must be updated every 10 years but is a very minimal plan. The second, the AIA plan was a broader, more extensive plan, but has not been actively implemented. Lastly, the TDR traffic study was completed in 2009. She stated the town has evolved to a point where development is inevitable due to the expansion of Nashville and hosting these community driven meetings would help create a plan that would determine appropriate development infrastructure limits moving forward, while ensuring Kingston Springs retains its unique character. The dates for this meeting have not been set, but it would likely occur after the Commissioners Retreat and would be held at the Activity Center.

D. Surplus:

- City Hall – Dell Optiplex 390 and HP 1905a Monitor.

A motion to surplus the above listed items was made by Commissioner Eatherly, seconded by Vice-Mayor Lorenz, and passed unanimously.

E. Reminders:

- City Hall closed Monday, January 21st in honor of Martin Luther King, Jr. Day
- The Annual Board of Commissioners Retreat will be held February 8th and 9th at Montgomery Bell State Park.

F. Adjourn the Meeting:

A motion to adjourn the meeting was made by Commissioner Remick and seconded by Commissioner Hargis and passed unanimously. Meeting was adjourned at 7:14 PM.

Francis A. Gross, III
Mayor

Debbie Finch
Assistant City Manager / Recorder