



**Kingston Springs Board of Commissioners
Regular Business Meeting Minutes
September 19, 2019**

**Meeting Minutes
September 19, 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 Brooke Perry, City Attorney	Present
Eugene Ivey, Police and Fire Chief	Present
Brandy Miniati, Parks Director	Present

4. Motion to Approve the August 15, 2019 City Commission Minutes:

Motion to approve the August 15, 2019 City Commission meeting minutes made by Commissioner Hargis, seconded by Commissioner Eatherly, and passed unanimously.

5. Motion to Approve the August 15, 2019 Public Hearing Meeting Minutes:

Motion to approve the August 15, 2019 Public Hearing meeting minutes made by Vice-Mayor Lorenz, seconded by Commissioner Remick, and passed unanimously.

6. Motion to Approve the September 19, 2019 City Commission Agenda:

Motion to approve the September 19, 2019 City Commission meeting agenda made by Commissioner Eatherly, seconded by Commissioner Hargis, and passed unanimously.

7. Announcements from Commissioners:

Commissioner Remick thanked town staff for the Dinner on Main event. Remick also thanked City Manager Lawless for his efforts in running the KS Farmers and Artisans Market throughout the season.

Mayor Gross also thanked town staff for the success of the Dinner on Main event.

8. Community Input and Concerns:

None

9. Department Reports:

City Manager Lawless stated Cheatham County's lease with the Town for the South Cheatham Library property was expiring January 1, 2020. Lawless stated the current lease is on a five-year term at \$2.00 per year with an automatic renewal for an additional five years if notification to amend the lease was not given. Lawless asked if the Board would like to leave the lease period as it is now, or increase the timeframe of the agreement. The Commissioners then discussed potentially changing the length of the lease agreement. Assistant City Manager/City Recorder Finch asked if an updated agreement would need to go before the Cheatham County Commission to assure they were agreeable before a decision was made by this Board and Attorney Perry agreed that getting input from the County Commission would be the best course of action. After further discussion the Board requested the lease agreement to be for a five-year period with an automatic five-year renewal. This will be presented to Cheatham County Mayor Kerry McCarver for his input and brought back to the Board for final approval at a future meeting.

Lawless also mentioned the Town had recently advertised for two open Public Safety Officer positions and have begun reviewing applications. Lawless then asked Chief Ivey for additional input. Chief Ivey stated that the initial discussion on these positions was to have a starting salary at \$37,500 but the positions were advertised at \$37,900. However, since the positions were budgeted to start in July but will not be hired until September or later, the funds in the line item for these hires is enough to cover the increase. Chief Ivey asked approval from the Board to make the adjustment of the starting salary for these open positions to \$37,900. Motion to allow Chief Ivey to adjust starting salary for two open Public Safety Officer positions to \$37,900 made by Commissioner Remick, seconded by Commissioner Eatherly, and passed unanimously.

10. Legal Updates:

None

11. Unfinished Business:

A. Second reading of Ordinance 19-005 – Amending Title 1, Chapter 3 to Authorize the City Manager to execute certain contracts on behalf of the Town of Kingston Springs.

Motion to approve second reading of Ordinance 19-005 – Amending Title 1, Chapter 3 to Authorize the City Manager to execute certain contracts on behalf of the Town of Kingston Springs made by Commissioner Hargis, seconded by Vice-Mayor Lorenz. Roll call vote was held with Commissioner Eatherly voting yes, Commissioner Hargis voting yes, Mayor Gross voting yes, Commissioner Remick voting yes, and Vice-Mayor Lorenz voting yes. Motion passed.

B. Second reading of Ordinance 19-006 – Amending Article VIII Section 8.020 of the Kingston Springs Zoning Ordinance to clarify responsibilities of the Building Inspector and Town Planner for administration of the zoning ordinance and all applications for building permits.

Motion to approve second reading of Ordinance 19-006 – Amending Article VIII Section 8.020 of the Kingston Springs Zoning Ordinance to clarify responsibilities of the Building Inspector and Town Planner for administration of the zoning ordinance and all applications for building permits made by Commissioner Remick, seconded by Commissioner Hargis. Roll call vote was held with Commissioner Eatherly voting yes, Commissioner Hargis voting yes, Mayor Gross voting yes, Commissioner Remick voting yes, and Vice-Mayor Lorenz voting yes. Motion passed.

12. New Business:

A. First reading of Ordinance 19-007 – Amending Ordinance 19-002 – 2019-2020 Budget.

Assistant City Manager/City Recorder Finch stated this was the current budget being amended due to the setting of the property tax rate, which also affects the sewer department in lieu of tax rate. Finch stated this amendment also captures the funding of the Tennessee Plan retirement rate, and the final payments on the sewer lagoon project which were initially scheduled for the 2018-2019 but have carried over to the 2019-2020 budget. Motion to approve First reading of Ordinance 19-007 – Amending Ordinance 19-002 – 2019-2020 Budget made by Commissioner Eatherly, seconded by Commissioner Hargis. Roll call vote was held with Commissioner Eatherly voting yes, Commissioner Hargis voting yes, Mayor Gross voting yes, Commissioner Remick voting yes, and Vice-Mayor Lorenz voting yes. Motion passed. Public Hearing will be advertised for second reading to be held prior to the October 2019 Board of Commissioners meeting.

B. First reading of Ordinance 19-008 – Amending Ordinance 18-002 – 2018-2019 Budget.

Assistant City Manager/City Recorder Finch stated this was the year end amendment for the 2018-2019 budget. Amendments included expenditures for the following:

- Cheatham County Chamber of Commerce membership.
- Transfer to drug fund for vehicle purchase from the Parks Department
- Accepting \$100,000 from Cheatham County for fire engine
- Purchase of bucket truck
- Purchase of Parks truck
- Repair and maintenance of Parks truck
- Farmers Market trailer
- Police vehicle and equipment
- Police records software
- Amendment of drug fund
- Purchase of Sewer truck
- Sewer lagoon construction change order

Motion to approve First reading of Ordinance 19-008 – Amending Ordinance 18-002 – 2018-2019 Budget made by Commissioner Remick, seconded by Vice-Mayor Lorenz. Roll call vote was held with Commissioner Eatherly voting yes, Commissioner Hargis voting yes, Mayor Gross voting yes, Commissioner Remick voting yes, and Vice-Mayor Lorenz voting yes. Motion passed. Public Hearing will be advertised for second reading to be held prior to the October 2019 Board of Commissioners meeting.

C. Motion to approve Harpeth Middle School Golf Team use of Town parks space on Harpeth View Trail.

City Manager Lawless stated the Harpeth Middle School Golf Team has requested to use the Town owned open park space on Harpeth View Trail across from Harpeth Middle School for team practices. Lawless stated he had worked with Attorney Perry and an agreement has been produced for the Cheatham County Board of Education to sign before using the space. Motion to approve Harpeth Middle School Golf Team use of Town parks space on Harpeth View Trail made by Vice-Mayor Lorenz, seconded by Commissioner Eatherly, and passed unanimously.

13. Surplus:

- Lenovo ThinkCentre M72e – City Hall – Discard
- 12x12 Canopy Tent – KSVFD – Discard
- 10x10 Canopy Tent – City Hall – Discard
- Combination Keypad at Activity Center – Parks – Discard

Motion to approve surplus of above items made by Commissioner Remick, seconded by Vice-Mayor Lorenz, and passed unanimously.

14. Other (For Discussion Only):

None

15. Reminders:

- Movies in the Park, Saturday, September 21st.
- KS Farmers and Artisans Market – Saturdays thru the end of September.
- Harpeth High School Homecoming Parade, Friday, September 27th.
- Art in the Park, Saturday, October 5th.

16. Adjourn the Meeting:

Motion to adjourn the meeting made by Commissioner Remick, seconded by Vice-Mayor Lorenz, and passed unanimously. Meeting was adjourned at 7:19PM.

Francis A. Gross, III
Mayor

Debbie Finch
Assistant City Manager/ Recorder