



**Kingston Springs Board of Commissioners
Regular Business Meeting Minutes
April 16, 2020**

**Meeting Minutes
April 16, 2020**

1. Call to Order:

The meeting was called to order by Mayor Gross at 7:02 PM. Due to the COVID-19 Pandemic and in accordance with Governor Lee’s Executive Order 16, the meeting was conducted with no physical public access, but meeting was made available to public participants via live video stream through the Zoom application and published next day on the Town’s YouTube channel.

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
Jamie Dupré, Assistant City Recorder	Present

4. Motion to Approve Resolution 20-003 – Approving the Conduct of the Meeting of the Town of Kingston Springs Board of Commissioners by Electronic Means.

Motion to approve Resolution 20-003 – Approving the Conduct of the Meeting of the Town of Kingston Springs Board of Commissioners by Electronic Means made by Vice-Mayor Lorenz and seconded by Commissioner Hargis. Roll call vote was held with Commissioner Eatherly

voting yes, Mayor Gross voting yes, Commissioner Hargis voting yes, Vice-Mayor Lorenz voting yes, and Commissioner Remick voting yes. Motion passed.

5. Motion to Approve the March 19, 2020 City Commission Meeting Minutes:

Motion to approve the March 19, 2020 City Commission Meeting Minutes made by Commissioner Remick and seconded by Commissioner Eatherly. Roll call vote was held with Commissioner Eatherly voting yes, Mayor Gross voting yes, Commissioner Hargis voting yes, Vice-Mayor Lorenz voting yes, and Commissioner Remick voting yes. Motion passed

6. Motion to Approve the April 16, 2020 City Commission Agenda:

Mayor Gross amended the agenda to add New Business item 12. E., Motion to approve Resolution 20-004 – A Resolution of the Board of Commissioners of the Town of Kingston Springs, Tennessee Implementing a Policy to Ensure the Town’s Compliance with the Families First Coronavirus Response Act with Respect to Expansion of the Family Medical Leave Act and the Emergency Paid Sick Leave Act. Motion to approve the April 16, 2020 agenda as amended made by Commissioner Remick and seconded by Vice-Mayor Lorenz. Roll call vote was held with Commissioner Eatherly voting yes, Mayor Gross voting yes, Commissioner Hargis voting yes, Vice-Mayor Lorenz voting yes, and Commissioner Remick voting yes. Motion passed.

7. Announcements from Commissioners:

None

8. Community Input and Concerns:

None

9. Department Reports:

None

10. Legal Updates:

None

11. Unfinished Business:

None

12. New Business:

A. Motion to set TCRS Employer Contribution Rate Certification for 2020-2021 Fiscal Year.

After an explanation of the rates by City Recorder Finch, a motion to maintain current employer contribution rate at 7.29% made by Commissioner Remick and seconded by

Commissioner Hargis. Roll call vote was held with Commissioner Eatherly voting yes, Mayor Gross voting yes, Commissioner Hargis voting yes, Vice-Mayor Lorenz voting yes, and Commissioner Remick voting yes. Motion passed.

B. Motion to approve on first reading Ordinance 20-002 – Amending Certain Portions of the Town of Kingston Springs Employee Work Policy.

City Attorney Perry clarified changes that were being made to the policy. Motion to approve Ordinance 20-002 – Amending Certain Portions of the Town of Kingston Springs Employee Work Policy made by Commissioner Hargis and seconded by Commissioner Eatherly. Roll call vote was held with Commissioner Eatherly voting yes, Mayor Gross voting yes, Commissioner Hargis voting yes, Vice-Mayor Lorenz voting yes, and Commissioner Remick voting yes. Motion passed.

C. Motion to reappoint Sarah Hamilton and Jane Polansky to the Kingston Spring Park and Tree Board (Board of Commissioners).

Motion to reappoint Sarah Hamilton and Jane Polansky to the Kingston Springs Park and Tree Board made by Vice-Mayor Lorenz and seconded by Commissioner Hargis. Roll call vote was held with Commissioner Eatherly voting yes, Mayor Gross voting yes, Commissioner Hargis voting yes, Vice-Mayor Lorenz voting yes, and Commissioner Remick voting yes. Motion passed.

D. Reappoint Anita Van Melle and Carolyn Clark to the Kingston Springs Sign and Construction Appeals Board (Mayor).

Anita Van Melle was reappointed to the Kingston Springs Sign and Construction Appeals Board by Mayor Gross. Mayor Gross said Carolyn Clark did not want to continue on the Board, so there is a vacancy to be filled.

E. Motion to approve Resolution 20-004 – A Resolution of the Board of Commissioners of the Town of Kingston Springs, Tennessee Implementing a Policy to Ensure the Town’s Compliance with the Families First Coronavirus Response Act with Respect to Expansion of the Family Medical Leave Act and the Emergency Paid Sick Leave Act.

City Attorney Perry gave an overview of resolution stating that it was not changing personnel policy, but putting us in compliance with the Families First Act. Motion to approve Resolution 20-004 – A Resolution of the Board of Commissioners of the Town of Kingston Springs, Tennessee Implementing a Policy to Ensure the Town’s Compliance with the Families First Coronavirus Response Act with Respect to Expansion of the Family Medical Leave Act and the Emergency Paid Sick Leave Act made by Commissioner Remick and seconded by Commissioner Hargis. Roll call vote was held with Commissioner Eatherly voting yes, Mayor Gross voting yes, Commissioner Hargis voting yes, Vice-Mayor Lorenz voting yes, and Commissioner Remick voting yes. Motion passed.

13. Surplus:

- Parks Department – Walkie-Talkies to discard.

Motion to discard of above surplus items made by Vice-Mayor Lorenz and seconded by Commissioner Eatherly. Roll call vote was held with Commissioner Eatherly voting yes, Mayor Gross voting yes, Commissioner Hargis voting yes, Vice-Mayor Lorenz voting yes, and Commissioner Remick voting yes. Motion passed.

14. Other (For Discussion Only):

City Manager suggested scheduling date for 2020-2021 Budget Workshop. Workshop will be held on Wednesday, April 22 at 6:00 pm. City Manager Lawless will send out a Zoom invitation to Commissioners and staff. City Recorder will send out budget materials.

15. Reminders:

- Social Distancing.
- Parks Director Miniati was asked about timing on opening of the Parks. She said that most cities are following State Parks which has an indefinite date to reopen. Her opinion was that City Park remain closed and Burns Park be opened with limited access. After discussion, consensus was to open Burns Park with barriers and signage for social distancing: barricades/fencing around playground and pavilions; open walking path with signage indicating everyone walking in same direction. Walking trail, lake, disk golf will be open; everything else will be fenced off. City Manager Lawless suggested opening on Wednesday, April 22 to give City employees time to have the park ready to open with barricades and signage in place. Hours will be limited to 8:00 AM to 6:00 PM. Roll call vote was held with Commissioner Eatherly voting yes, Mayor Gross voting yes, Commissioner Hargis voting yes, Vice-Mayor Lorenz voting yes, and Commissioner Remick voting yes. Motion passed.

16. Adjourn the Meeting:

Motion to adjourn the meeting made by Commissioner Remick. Roll call vote was held with Commissioner Eatherly voting yes, Mayor Gross voting yes, Commissioner Hargis voting yes, Vice-Mayor Lorenz voting yes, and Commissioner Remick voting yes. Motion passed. Meeting was adjourned at 7:37 PM.

Francis A. Gross, III
Mayor

Debbie Finch
Assistant City Manager/ Recorder