



**Kingston Springs Board of Commissioners
Regular Business Meeting Minutes
August 19, 2021**

1. Call to Order:

The meeting was called to order by Mayor Gross at 7:23 p.m.

2. Pledge of Allegiance:

3. Roll Call:

Board Members in Attendance:

Carolyn Clark, Commissioner	Present
Josh Eatherly, Commissioner	Present
Tony Gross, Mayor	Present
Mike Hargis, Commissioner	Present
Glenn Remick, Vice-Mayor	Present

Staff in Attendance:

John Lawless, City Manager	Present
Jamie Dupré, City Recorder	Present
Kellie Reed, Assistant Finance Director	Present
Martha Brooke Perry, City Attorney	Present
Eugene Ivey, Police and Fire Chief	Present
Brandy Miniati, Parks Director	Present

4. Declaration of Quorum by Mayor

Mayor Gross declared a quorum.

5. Motion to Approve the July 15, 2021 City Commission Meeting Minutes:

Motion to approve the July 15, 2021 City Commission Meeting Minutes made by Commissioner Hargis, with a second by Commissioner Eatherly. Motion passed.

6. Motion to Approve the August 19, 2021 City Commission Meeting Agenda:

Mayor Gross said that item I. under New Business, Appointment to the Board of Zoning Appeals, was being added to the agenda. Motion to approve the August 19, 2021 City Commission Meeting Agenda as amended made by Vice-Mayor Remick, with a second by Commissioner Eatherly. Motion passed.

7. Announcements from Commissioners:

Vice-Mayor Remick thanked the Kingston Springs Volunteer Fire Department for attending the Back-to-School Bash in Pegram.

8. Community Input and Concerns:

Miranda Keller, Mt. Pleasant Road. Ms. Keller requested speed bumps for Walnut Dr./Hillcrest Rd. neighborhood. She presented a list of signatures from neighbors requesting speed bumps.

Tony Campbell, Maple Street. Mr. Campbell commended the Codes Department for work being done. He said the Board of Commission should enforce the rules and regulations.

Melinda Patterson, 1061 Patterson Dr. Ms. Patterson had a complaint about the Codes Department and the visit to her father's home to issue codes and zoning violations.

Mike Russell, Cheatham County Solid Waste Director. Mr. Russell asked for help in promoting Household Waste Day and Free Dump Day at the County Landfill.

- Household Waste Day, October 9 from 8:00-12:00 at Sycamore Square, Ashland City.
- Free Dump Day for Kingston Springs and Pegram, October 2.

Tracy, a family friend of the Patterson Family spoke in support of the Patterson Family regarding their complaint against the Codes Department.

9. Department Reports:

Chief Ivey spoke regarding speeding issues. He said the radar trailer is being repaired so it can't be placed in neighborhoods at the moment. He noted that the speed bumps that were recently installed on Park Street were initially too big and were reduced in size but seem to be ineffective as no one slows down. He said that lower speed limits are easier to enforce. Mayor Gross said speed limits throughout city may need to be reevaluated. Commissioner Clark asked about placing shoulder grids on the streets and was told that is done at paving.

City Manager Updates – City Manager Lawless updated the Commissioners on the following items: Multimodal – Safe Routes Grant, Kingston Springs Welcome Sign, Harpeth Meadows – Lloyd Lane, Road Survey, GPS for Police Department, Sewer Mapping, and Luyben Hills Corridor Study.

Vice-Mayor Remick asked about the installation of the Lundy Cupp carving. City Manager Lawless said final plans for the base have been received from the structural engineer. Roger Parker will begin building the base next week. After construction of the base, it will take four weeks for the concrete to cure. The Town will then work with Lundy Cupp on placement. Commissioner Hargis asked where carving will be installed. It will be installed in front of library on the right side.

Vice-Mayor Remick requested addresses be included on the Codes Violation Report.

10. Legal Updates:

None

11. Unfinished Business:

None

12. New Business:

A. Consideration of a recommendation from the Kingston Springs Regional Planning Commission of an update to the Joint Cheatham County Growth Plan.

City Planner Armstrong said the recommendation from Kingston Springs Regional Planning Commission is to alter the current growth plan by remove the Ranchettes subdivision as well as a few other parcels of land from the current urban growth boundary. The Planning Commission has recommended to the Board of Commissioners to adopt the changes to the urban growth boundary. If approved these changes will then be presented to the broader county-wide committee. Commissioner Clark stated that at one time the Town was going to contact County to ask if Ranchettes could be let out of county zoning and placed in Kingston Springs zoning, and asked if that had occurred. City Planner Armstrong said the County had been contacted, but state statutes indicate that once the County has established zoning authority, they cannot cede that authority to the Town. Motion to accept the recommendation from the Kingston Springs Regional Planning Commission and forward to the broader county-wide coordinating committee the recommendation to adopt the new urban growth boundary for the Town of Kingston Springs made by Commissioner Hargis with a second from Commissioner Eatherly. Motion passed.

B. Consideration of Preliminary MUPUD Master Development Plan recommendation from the Kingston Springs Regional Planning Commission to the Kingston Springs Board of Commissioners of the PUD MUPUD Agreement.

City Planner Armstrong said this is the framework for the PUD agreement between the Town, the Golf Club of TN, and Mr. Ingram. There are four elements that have been vetted and approved by the Planning Commission. They include the layout of the proposed development, the density model for residential vs. commercial vs. infrastructure. It also includes the growth plan. She stated that what is needed is approval of those four elements, and then City Planner, City Manager and City Attorney will work out the agreement and bring it back to City Commission for approval. Commissioner Clark asked about the residential percentages. Percentages fall within the guidelines of 10-50 percent and were approved at 10 percent residential. Motion to approve consideration of Preliminary MUPUD Master Development Plan recommendations from the Kingston Springs Regional Planning Commission to the Kingston Springs Board of Commissioners of the PUD MUPUD Agreement made by Commissioner Hargis with a second by Vice-Mayor Remick. Motion passed.

C. Motion to approve Resolution 21-009 – Implementing a Policy Regarding Emergency Paid Sick Leave for COVID-19 Related Testing, Illness, and Quarantine.

City Manager Lawless stated that previously the Town followed the Families First Coronavirus Response Act which allowed up to 80 hours of paid sick leave for COVID related illness or quarantine. The Families First Act has expired. This resolution would grant employees the same 80 additional hours for COVID specifically. City Attorney Perry said the Commissioners would need to select a sunseting date, which could be reviewed again. Chief Ivey asked about overtime for police officers covering someone out with COVID. City Manager noted that overtime is in the budget for police officers. Commissioner Clark asked if funding was coming out of an employee fund or the general fund, or if it could be carved out of American Rescue Plan. City Manager Lawless said there is no additional funding that needs to be added to payroll. The employee would continue to be paid as if they were at work, but they would not be at work. Commissioner Clark asked if we would need to hire out to cover the work. City Manager said that would not be the plan. If anyone can work from home they are asked to do so. We do not have plans to use additional funds to hire out. Commissioner Clark stated that she knew we could not require people to be vaccinated, but asked if there was any mitigation to encourage employees to be vaccinated. Mayor Gross said the State is against vaccination requirements, and there is no way we can legally ask that of employees. Commissioner Eatherly suggested perhaps general language about “doing your best to stay healthy.” Commissioner Clark felt unvaccinated employees should not be eligible. Mayor Gross again stated we are not able to require vaccinations. Motion to approve Resolution 21-009 – Implementing a Policy Regarding Emergency Paid Sick Leave for COVID-19 Related Testing, Illness, and Quarantine with a sunseting date of 12/31/2021 and a reevaluation at that time made by Commissioner Eatherly, with a second by Commissioner Hargis. Roll call vote was held with Commissioner Clark voting no, Commissioner Eatherly voting yes, Mayor Gross voting yes, Commissioner Hargis voting yes, and Vice-Mayor Remick voting yes. Motion passed. Commissioner Eatherly asked that the commissioners be made aware of anyone on paid leave.

D. Motion to Approve First Reading of Ordinance 21-009 – Amending Ordinance 20-003 – 2020-2021 Budget.

Assistant Finance Director Reed said this ordinance addresses corrections and adjustments from last year’s budget. Motion to approve First Reading of Ordinance 21-009 – Amending Ordinance 20-003 – 2020-2021 Budget made by Vice-Mayor Remick, with a second by Commissioner Hargis. Roll call vote was held with Commissioner Clark voting yes, Commissioner Eatherly voting yes, Mayor Gross voting yes, Commissioner Hargis voting yes, and Vice-Mayor Remick voting yes. Motion passed.

E. Motion to Approve First Reading of Ordinance 21-010 – Amending Ordinance 21-006 – 2021-2022 Budget.

Assistant Finance Director Reed said this ordinance deals with current budget, allocating money in the budget for the State Local Government Grants, and a correction to the budget for a miscalculation for health insurance. Motion to Approve First Reading of Ordinance 21-010 Amending Ordinance 21-006 – 2021-2022 Budget made by Vice-

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

F. Motion to Approve First Reading of Ordinance 21-011 – Amending Article VIII of the Town of Kingston Springs Zoning Ordinance – Notice Requirements to PC and BZA.

City Manager Lawless said this ordinance was drafted from feedback received from Commissioner Clark on updating our policies on public notification of certain zoning actions. The ordinance was first presented to the Planning Commission for their review at their August 12th meeting, and was approved for recommendation to the Board of Commissioners. City Attorney said that recommendation by Commissioner Clark for changes to section 2.d. to change 1000 ft to 300 ft could be incorporated. She also requested that items g & h be added, to include address if available and nature of the action on the signs and in newspaper notification. These changes are germane to what has already been approved by the Planning Commission. There was also a typo that needed to be corrected. Commissioner Hargis asked who would be responsible for getting signs. City Manager Lawless said the Town would purchase reusable signs and pass cost of sign and certified mail cost to applicant. Motion to Approve First Reading of Ordinance 21-001 – Amending Article VIII of the Town of Kingston Springs Zoning Ordinance – Notice Requirements to PC and BZA with amendments made by Commissioner Clark, with a second by Vice-Mayor Remick. Roll call vote was held with Commissioner Clark voting yes, Commissioner Eatherly voting yes, Mayor Gross voting yes, Commissioner Hargis voting yes, and Vice-Mayor Remick voting yes. Motion passed. Commissioner Eatherly suggested a future option could be to have a QR code on the sign that would direct reader to website for more information.

G. Motion to approve the exchange of firearms confiscated by the Kingston Springs Police Department via a licensed and qualified law enforcement firearms dealer as provided for in T.C.A. 39-17-1317 and to authorize Chief Ivey to petition the court for authority to exchange.

Chief Ivey said that typically with confiscated firearms there is either a public auction or to have an authorized firearms dealer exchange the weapons. He would like to trade older service weapons along with the confiscated weapons to upgrade the department's service weapons. Vice-Mayor Remick ask what would be done with the funding. Chief Ivey stated it would be used to offset the cost of new weapons. Vice-Mayor Remick said he would like to see funding received applied to something other than more guns, such as a flower garden. Commissioner Hargis said it made sense to trade in old guns and use that value toward new guns for the Police Department. City Attorney Perry said that Chief Ivey has to petition court and then court has to authorize the trade. Motion to approve the exchange of firearms confiscated by the Kingston Springs Police Department via a licensed and qualified law enforcement firearms dealer as provided for in T.C.A. 39-17-1317 and to authorize Chief Ivey to petition the court for authority to exchange made by Commissioner Hargis, with a second by Commissioner Eatherly. Roll call vote was held with Commissioner Clark voting yes, Commissioner Eatherly voting yes, Mayor Gross

voting yes, Commissioner Hargis voting yes, and Vice-Mayor Remick voting no. Motion passed.

H. Discussion of Policy and Procedures related to Kingston Springs Codes Enforcement.

There was a discussion between the City Commissioners and Codes Enforcement Officer Mike Armstrong and City Planner Sharon Armstrong concerning policy and appropriate procedures for codes enforcement.

I. Appointment to the Board of Zoning Appeals.

Mayor Gross stated that with the resignation of Tom Cullen from the Planning Commission, Lauren Hill was appointed in his place. Her seat on the Board of Zoning Appeals is now vacant. Mayor Gross nominated Todd Verhoven to be appointed to her vacated seat on BZA. Motion to approve nomination of Todd Verhoven to the Board of Zoning Appeals made by Vice-Mayor Remick with a second by Commissioner Eatherly. Motion passed.

13. Surplus:

- Parks Department – Chest Freezer – discard or sell for scrap.
Motion to surplus the above item for discard or sell for scrap made by Vice-Mayor Remick with a second by Commissioner Hargis. Motion passed.

14. Other (For Discussion Only):

15. Reminders:

- City Hall closed Monday, September 6th for Labor Day Holiday
- Fall Soccer Registration ends Saturday, August 21st
- Last Farmers and Artisans Market is Saturday, August 28th
- Dinner on Main scheduled for September 19th
- Art in the Park is scheduled for October 2nd

16. Adjourn the Meeting:

Motion to adjourn the meeting made by Vice-Mayor Remick, with a second by Commissioner Hargis. Motion passed. Meeting adjourned at 9:30 pm.

Francis A. Gross, III
Mayor

Jamie Dupré
City Recorder