



**Kingston Springs Board of Commissioners
Regular Business Meeting Minutes
April 21, 2022**

1. Call to Order:

The meeting was called to order by Mayor Gross at 7:02 p.m.

2. Pledge of Allegiance:

3. Roll Call:

Board Members in Attendance:

Carolyn Clark, Commissioner	Present
Tony Gross, Mayor	Present
Mike Hargis, Commissioner	Present
Glenn Remick, Vice-Mayor	Present
Bob Stohler, Commissioner	Present

Staff in Attendance:

John Lawless, City Manager	Present
Jamie Dupré, City Recorder	Present
Martha Brooke Perry, City Attorney	Present
Kellie Reed, Finance Director	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 March 17, 2022 City Commission Meeting Minutes:

Motion to Approve the March 17, 2022 City Commission Meeting Minutes made by Commissioner Hargis, with a second by Vice-Mayor Remick. Motion passed unanimously.

6. Motion to Approve the March 31, 2022 Special Called City Commission Meeting Minutes:

Motion to Approve the March 31, 2022 Special Called City Commission Meeting Minutes made by Vice-Mayor Remick, with a second by Commissioner Clark. Motion passed unanimously.

7. **Motion to Approve the April 21, 2022 City Commission Meeting Agenda:**
Motion to Approve the April 21, 2022 City Commission Meeting Agenda made by Vice-Mayor Remick, with a second by Commissioner Hargis. Motion passed unanimously.

8. **Announcements from Commissioners:**
Vice- Mayor Remick wished Public Works Director Roger Parker Happy Birthday.

Mayor Gross thanked the commissioners and staff for a productive retreat.

9. **Community Input and Concerns:**
Jerry Uetz, 218 Hillcrest Road. Spoke about speeding on Hillcrest Road, and to request speed bumps for Hillcrest Road.

Gwen Blanton, 218 Hillcrest Road. Spoke about bee and insect preservation with native plants and allowing longer grown lawns.

10. **Department Reports:**
City Manager Lawless reported that staff had a pre-paving meeting with Tennessee Valley Paving for paving at Burns Park and set a tentative start date of May 9. Park will be closed for duration of paving, which should take 3-5 days. Commissioner Clark asked when the striping for the designated streets would take place. Lawless said the striping will take place concurrently with the paving.

11. **Legal Updates:**
None.

12. **Unfinished Business:**

- A. **Second reading of Ordinance 22-004 – Amending Ordinance 21-006 - 2021-2022 Budget.**

City Manager Lawless said the first reading contained the updated amounts to budget ordinance for splash pad, water leak and grant proceeds to the Farmers Market. He was asked about the leak. Parks Manager Miniatt said the leak is believed to be under the road going to the lake, near the sprinkler room of the Activity Center. It has not been repaired yet, but should be done so this week. The good news was that the leak is not under the slab.

Motion to approve Second Reading of Ordinance 22-004 – Amending Ordinance 21-006 – 2021-2022 Budget (\$75,000 for Parks and \$1,500 for Farmers Market) made by Commissioner Hargis, with a second by Commissioner Stohler. Roll call vote was held with Commissioner Clark voting yes, Mayor Gross voting yes, Commissioner Hargis voting yes, Vice-Mayor Remick voting yes, and Commissioner Stohler voting yes. Motion passed unanimously.

B. Motion to approve Resolution 22-004 – Authorizing the issuance of an interest-bearing Public Works Project Capital Outlay Note from the Tennessee Municipal Bond Fund in the amount of \$250,000 attributable to the Town for the acquisition of property at 431 Park Street in Kingston Springs, TN, at the interest rate of 2.849%, authorizing the Mayor to execute the Capital Outlay Note and other loan and closing documents.

City Manager Lawless said this was a \$250,000 note for the purchase of 431 Park Street, with interest rate of 2.849%, with no penalty for early pay off. City Attorney Perry said the ordinance provides for interest rate not to exceed 3%. Commissioner Hargis asked why 12 years. Finance Director Reed said that the 12-year note was the longest term available to the Town for a land purchase. It did allow for refinancing if improvements are made, and possibly at better rate.

Motion to approve Resolution 22-004 – Authorizing the issuance of an interest bearing Public Works Project Capital Outlay Note from the Tennessee Municipal Bond Fund in the amount of \$250,000 attributable to the Town for the acquisition of property at 431 Park Street in Kingston Springs, TN, at the interest rate of 2.849% (not to exceed 3%), authorizing the Mayor to execute the Capital Outlay Note and other loan and closing documents made by Vice-Mayor Remick, with a second by Commissioner Clark. Roll call vote was held with Commissioner Clark voting yes, Mayor Gross voting yes, Commissioner Hargis voting yes, Vice-Mayor Remick voting yes, and Commissioner Stohler voting yes. Motion passed unanimously.

13. New Business:

A. Motion to approve Resolution 22-005 – Amending Resolution 18-006 – Kingston Springs Policy on Acceptance of Gifts and Other Donations.

Commissioner Clark noted that the second paragraph should state desire to amend provision 5 and not 4 of Resolution 18-006.

Motion to approve Resolution 22-005 – Amending Resolution 18-006 – Kingston Springs Policy on Acceptance of Gifts and Other Donations with a correction stating provision 5 instead of 4 made by Commissioner Stohler, with a second by Commissioner Hargis. Motion passed unanimously.

B. Motion to approve Resolution 22-006 – Authorizing Solicitation and Acceptance of Certain Donations to the Town of Kingston Springs.

Mayor Gross asked why gifts are limited to \$100. Commissioner Hargis suggested a higher level. Mayor Gross polled other commissioners and gift amount was set at \$500. Commissioner Clark asked if we could strike “donation collection boxes” from the resolution since donations for the Parks will be done electronically.

Motion to approve Resolution 22-006 – Authorizing Solicitation and Acceptance of Certain Donations to the Town of Kingston Springs as amended to allow for acceptance of gifts not to exceed \$500, and to strike “donation collection boxes” from the resolution, made by Commissioner Hargis, with a second by Commissioner Stohler. Motion passed unanimously.

C. First reading of Ordinance 22-005 – Amending Ordinance 17-005 - Town of Kingston Springs Hotel Motel Tax.

City Attorney Perry said as noted at last meeting, the state law has changed to allow an occupancy rate change, which will allow Kingston Springs’ rate to go from 2.5 % to 4%. Motion to approve First Reading of Ordinance 22-005 – Amending Ordinance 17-005 – Town of Kingston Springs Hotel Motel Tax to 4% made by Commissioner Hargis, with a second by Vice-Mayor Remick. Roll call vote was held with Commissioner Clark voting yes, Mayor Gross voting yes, Commissioner Hargis voting yes, Vice-Mayor Remick voting yes, and Commissioner Stohler voting yes. Motion approved unanimously.

D. Motion to set TCRS Employer Contribution Rate Certification for the 2022-2023 Fiscal Year.

Finance Manager Reed stated Kingston Springs’ current TCRS employer rate is 7.29% and the minimum recommended rate for the next fiscal year is 11.28%. . TCRS takes into account liability rate, number of employees, etc., in determining rate and this rate amount does not have an impact on employee retirement income. Commissioner Hargis explained that with a lower number of employees and higher longevity, and TCRS’ investment rate assumptions, our rate will increase. Motion to set TCRS Employer Contribution Rate Certification for the 2022-2023 Fiscal Year at 11.28% made by Commissioner Hargis, with a second by Commissioner Stohler. Roll call vote was held with Commissioner Clark voting yes, Mayor Gross voting yes, Commissioner Hargis voting yes, Vice-Mayor Remick voting yes, and Commissioner Stohler voting yes. Motion passed unanimously.

E. Motion to approve donation of Narcotic Detection Dog from Public Safety Officer Brandon Scruggs to the Town of Kingston Springs.

Chief Ivey said Officer Scruggs owns a certified drug dog (NNDDA Certification) that he would like to donate to the Town. The dog is certified on marijuana, heroin, cocaine, and meth. He is also a traffic dog, and very friendly. This would give us a canine officer on day shift and night shift. There would be the condition that if Officer Scruggs left employment of the Town or the dog retired, the dog would be

returned to Officer Scruggs. Chief Ivey said the only expenses would be for food and vet bills. Chief Ivey said no additional funds would be needed and the addition would be funded by drug fund. Motion to approve donation of Narcotic Detection Dog from Public Safety Officer Brandon Scruggs to the Town of Kingston Springs with the condition that the dog will be returned to Officer Scruggs if he left the force or if the dog retired (written into a contract) made by Commissioner Hargis, with a second by Vice-Mayor Remick. I additional discussion Chief Ivey stated that there will be minimal cost to equip Officer Scruggs vehicle for a dog. City Attorney Perry will draw up a contract. Vote was then taken a motion passed unanimously.

F. Discussion of Tennessee Senate Bill 1805 / House Bill 1658 – COVID Essential Employees and TCRS. Sponsored by Commissioner Clark.

This bill, if passed, will allow members of TCRS who reach 25 years or more of consecutive service to obtain COVID-19 essential employee service credit for one bonus hour of creditable service for each hour for creditable service worked at the member’s worksite from March 12, 2020 to April 27, 2021, not to exceed three years. This would apply to Chief Ivey and Officer Swaggerty. It is expected to be passed and signed by the Governor in July. City Manager Lawless said this will give us time to gather their hours worked during this time.

G. Discussion of small parks project on the parcel of land owned by the Town of Kingston Springs at the intersection of Jackson Cabin Road and Fairview Kingston Springs Road. Sponsored by Commissioner Clark.

Commissioner Clark said the idea for this came about during last year’s Farmers Market from conversations with residents of the Ranchettes. Her research found that when the parcel was donated to the Town, the intention was for a park. Some ideas for the parcel are a gazebo and benches. Additional information will be gathered and a plan put in place in the coming months.

14. Surplus:

- Parks Department – Epson Printer – Trade in for credit on new printer.
- Fire/Police Department – Obsolete Equipment – Sell on GovDeals and/or discard

Motion to trade in Parks Department Epson printer for credit on new printer and to sell Fire/Police Department obsolete equipment on GovDeals and/or discard made by Vice-Mayor Remick, with a second by Commissioner Hargis. Motion passed unanimously.

15. Other (For Discussion Only):

Mayor Gross noted that former Commissioner Gordon Lampley passed away last month after a struggle with cancer.

16. Reminders:

- Codes Department Community Meeting – Saturday, April 23rd
- Budget Workshop – Monday, May 2nd
- Community Wide Yard Sale – Saturday, May 14th
- Kingston Springs Farmers and Artisans Market – Saturday, May 21st
- Debbie Finch Reception – Saturday, May 22nd
- Splash Pad Dedication Ceremony – Tuesday, May 24th

17. Adjourn the Meeting:

Motion to adjourn the meeting made by Vice-Mayor Remick, with a second by Commissioner Hargis. Motion passed unanimously. Meeting adjourned at 7:58 pm.

Francis A. Gross, III
Mayor

Jamie Dupré
City Recorder