



**Kingston Springs Board of Commissioners  
Regular Business Meeting Minutes  
October 15, 2020**

**1. Call to Order:**

The meeting was called to order by Mayor Gross at 7:00 p.m.

**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
Jamie Dupré, City Recorder	Present
Martha Brooke Perry, City Attorney	Present electronically
Eugene Ivey, Police and Fire Chief	Absent
Jeremy Vaughan, Police Department	Present
Brandy Miniati, Parks Director	Present

**4. Declaration of a Quorum**

Mayor Gross declared a Quorum.

**5. Motion to Approve the September 17, 2020 Public Hearing Meeting Minutes:**

Motion to approve the September 17, 2020 Public Hearing Meeting Minutes made by Commissioner Remick, seconded by Commissioner Eatherly, and passed unanimously.

**6. Motion to Approve the September 17, 2020 City Commission Meeting Minutes:**

Motion to approve the September 17, 2020 City Commission Meeting Minutes made by Commissioner Hargis, seconded by Commissioner Remick, and passed unanimously.

**7. Motion to Approve the October 15, 2020 City Commission Agenda:**

There were two additions to the October 15, 2020 City Commission Agenda under New Business, 13.I. Motion to allow staff to use original building permit fee schedule when renewing permits issued prior to June 2020 approval of new fee schedule, and 13.J. Motion to appoint Keith Sherill and Lauren Hill to Kingston Springs Board of Zoning Appeals. Terms will be November 2020 to November 2023. Motion to approve the October 15, 2020 City Commission Agenda as amended made by Commissioner Remick, seconded by Commissioner Eatherly, and passed unanimously.

**8. Announcements from Commissioners:**

Commissioner Remick announced that he participated in early voting earlier in the day, and it was easy and safe. He said that National Night Out was fantastic. He thanked staff who made that happen, and Todd Verhoven and Hunt Brothers Pizza for participating. Commissioner Remick also said he was looking forward to the Harvest Festival this weekend.

Commissioner Eatherly said he would like to discuss Halloween, but suggested discussing it during Legal Update.

**9. Community Input and Concerns:**

Bill Leftwich spoke regarding permit issued to McCrory Lane Partners for the Rock Quarry on McCrory Lane. Discussion will be saved to Legal Updates.

**10. Department Reports:**

City Manager Lawless reported that Officer T.C. Swaggerty will celebrate his 25<sup>th</sup> anniversary with the Town on October 25.

Lawless also reported that Kingston Springs has \$41,000 Tennessee Cares Grant Money allocated for COVID19 expenses. We have requested \$30,500 thus far and been approved for \$4,800. We will be submitting for remainder.

Parks Manager Miniat reported that we are still not renting the Activities Center. Lawless added that last Executive Order from Governor Lee suggested social distancing at 6-12 feet apart and limiting the number of people indoors. City Attorney Perry said the order of crowd sizes is lapsing, but social distancing is still in place. She suggested that we could figure out a limit, requesting social distancing and masks for indoors. Commissioner Eatherly suggested that since rentals are not that high, we keep it closed through the end of the year and see what January looks like.

Miniat also said that we need to start on plans for a tractor parade if we are going to do one in December and was looking to the Commissioners for guidance. Suggestion was to look at how we can safely hold the parade. The Commissioners approved proceeding and staff will begin planning.

Halloween – Commissioner Eatherly felt the Town should say something about following CDC guidelines. Attorney Perry said the Board could have a resolution that encouraged people to explore alternate ways to celebrate, and do it carefully by following CDC guidelines. Commissioner Hargis was concerned about the number of people downtown. Mayor Gross said sidewalks will be closed off. Commissioner Remick said he would like to see Main Street closed. It was decided to close Main Street between Moore Circle and Love Street from 5:30-7:30. This would allow for parking off Moore Circle behind the businesses and allow for a larger area for trick-or-treaters to properly distance.

#### **11. Legal Updates:**

City Attorney Perry said with regards to the McCrory Lane Quarry, we are limited to a proclamation unless you can prove actual harm to city, then you could join with others suing for closure. Remick felt it was important for the Town to take a stance for protecting the Harpeth River. Perry will prepare a proclamation, similar to what the Town did for the Burns Fuel Depot, and it will be added to November agenda.

#### **12. Unfinished Business:**

**None.**

#### **13. New Business:**

##### **A. Motion to approve first reading of Ordinance 20-009 – Amending Ordinance 13-003, Updated OSHA Safety Plan.**

Motion to approve first reading of Ordinance 20-009 – Amending Ordinance 13-003, Updated OSHA Safety Plan 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.

##### **B. Motion to approve first reading of Ordinance 20-010 – Amending Title 3, Chapter 2, Section 3-201 of the Kingston Springs Municipal Code.**

Motion to approve first reading of Ordinance 20-010 – Amending Title 3, Chapter 2, Section 3-201 of the Kingston springs Municipal Code 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 approve on first reading Ordinance 20-011 – Amending Title 12, Chapter 3, of the Kingston Springs Municipal Code.**

Motion to approve on first reading Ordinance 20-011 – Amending Title 12, Chapter 3, of the Kingston Springs Municipal Code 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.

**D. Motion to approve first reading of Ordinance 20-012 – Amending Title 13, Chapter 1, of the Kingston Springs Municipal Code.**

Motion to approve first reading of Ordinance 20-012 – Amending Title 13, Chapter 1, of the Kingston Springs Municipal Code 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.

**E. Motion to approve on first reading Ordinance 20-013 – Amending Title 17, Chapter 2, of the Kingston Springs Municipal Code.**

Motion to approve on first reading Ordinance 20-013 – Amending Title 17, Chapter 2, of the Kingston Springs Municipal Code 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.

**F. Motion to approve Resolution 20-013 – Authorizing the Town to Participate in the Public Entity Partners’ Property Conservation Matching Grant Program.**

Motion to approve Resolution 20-013 – Authorizing the Town to Participate in the Public Entity Partners’ Property Conservation Matching Grant Program made by Vice-Mayor Lorenz, seconded by Commissioner Eatherly, and passed unanimously.

**G. Motion to approve Resolution 20-014 – Adopting Updated Kingston Springs Use of Force Policy.**

State of Tennessee has asked that each municipality update its use of force policy, with certain items included. Motion to approve Resolution 20-014 – Adopting Updated Kingston Springs Use of Force Policy made by Commissioner Hargis, seconded by Commissioner Eatherly and passed unanimously.

**H. Motion to re-appoint Sam Edwards as the Town’s Administrative Hearing Officer at the rate of \$150.00 per hour and the cost of continuing education.**

Motion to re-appoint Sam Edwards as the Town’ Administrative Hearing Officer at the rate of \$150.00 per hour and the cost of continuing education made by Commissioner Remick, seconded by Vice-Mayor Lorenz and passed unanimously.

**I. Motion to allow staff to use original building permit fee schedule when renewing permits issued prior to June 2020 approval of new fee schedule.**

Motion to allow staff to use original building permit fee schedule when renewing permits issued prior to June 2020 approval of new fee schedule made by Commissioner Hargis, seconded by Commissioner Eatherly, and passed unanimously.

**J. Motion to appoint Keith Sherill and Lauren Hill to the Kingston Springs Board of Zoning Appeals. Terms will be November 2020 to November 2023.**

Motion to appoint Keith Sherill and Lauren Hill to the Kingston Springs Board of Zoning Appeals, with terms November 2020 to November 2023 made by Commissioner Eatherly, seconded by Commissioner Remick, and passed unanimously.

**14. Surplus:**

**A. Police Department – Streamlight USB Flashlight Charger – Discard**

**B. Police Department – Dell Vostro 1500 Laptop - Discard**

Motion to discard above surplus items made by Commissioner Remick. Seconded by Commissioner Hargis and passed unanimously.

**15. Other (For Discussion Only):****16. Reminders:**

Harvest Festival – Burns Park – Saturday, October 17<sup>th</sup> from 10:00 a.m.-2:00 p.m.  
Town Hall Meeting on Ingram Property – Tuesday, October 20<sup>th</sup> at 7:00 p.m.

**17. Adjourn the Meeting:**

Motion to adjourn the meeting made by Commissioner Remick, seconded by Commissioner Hargis and passed unanimously.

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Francis A. Gross, III  
Mayor

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Jamie Dupré  
City Recorder