

The Town of Kingston Springs City Commission Meeting

Detailed Minutes are available on disk in the City Records Office.

1 **McLeroy called the August 21, 2008 Kingston Springs City Commission meeting to order at 7:00 pm.**

1a **Commissioners in Attendance**

Gary Corlew
Craig Kitch
Pam Lorenz
John McLeroy
Jim Schippers

1b **In Attendance - Not Voting**

Laurie Cooper, City Manager
Debbie Finch, Assistant City Manager/Recorder
Larry Craig, City Attorney
Clint Biggers, Director of Public Works

1c **McLeroy declared there was a quorum.**

2 **The City Commission minutes for the July 17, 2008 meeting have been circulated.**

Corrections to the minutes:

Change comment about commending the police department and thanking the Advocate regarding speeding from Kitch to McLeroy.

Motion: To approve the July 17, 2008 minutes as amended.

Kitch

Second:

Lorenz

Those in favor of the motion:

Corlew, Kitch, Lorenz, McLeroy, Schippers

Those opposed to the motion:

None

The motion passed / failed:

Passed

2a **Approval of the agenda:**

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Motion: To approve the agenda.

Schippers

Second:

Kitch

Those in favor of the motion:

Corlew, Kitch, Lorenz, McLeroy, Schippers

Those opposed to the motion:

None

The motion passed / failed:

Passed

3 Commissioners announcements:

None

4 Community Input:

None

5 Department Reports:

Biggers provided the commission with pictures of pump stations that need to have plumbing and pumps replaced. The cost is approximately \$5,400 for each station.

McLeroy requested that this be put on the agenda for the September meeting. It was suggested that Mr. Biggers have the bid specs ready for the September meeting as well.

Motion: To approve the department reports:

Lorenz

Second:

Kitch

Those in favor of the motion:

Corlew, Kitch, Lorenz, McLeroy, Schippers

Those opposed to the motion:

None

The motion passed / failed:

Passed

6 Updates:

Cooper gave the commission an update on the cost of the road work:

▶ To date the engineers estimate approximately \$40,000.00 in remaining expenses.

▶ The road projects have exceeded projections by \$275,076.79.

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▶ There are enough funds in the Capital Projects bank account to cover all but \$40,000.00 of the additional cost.

Cooper updated the board on closing the books for the fiscal year 2007-2008:

- ▶ The General Fund bank balance is \$326,053.94.
- ▶ Staff highly recommends that \$200,000.00 remain in the bank account for daily operating expenses and that the board use \$25,000 of the balance to fund the Reserve Fund, Land/Building Fund and Vehicle Replacement Funds and \$40,000.00 to pay the final road expenses.
- ▶ Staff recommends that the balance of \$61,053.94 not be expended until after the budget workshops in April.
- ▶ The sewer's bank balance is \$36,549.63.
- ▶ Staff recommends that the board use \$3,000.00 of the balance to fund the vehicle replacement fund and the balance of \$33,549.63 remain for daily operating expenses.

Corlew stated " I voted to fix the roads and build the sidewalks and I have received many compliments. The town is fortunate to have Mrs. Finch and Mrs. Cooper managing the finances and I would put them up against any one in the state. The town's staff and attorneys are very good at their jobs".

Cooper updated the board on the bids received to build the storage area in the bay:

- ▶ (3) bids had been received.
- ▶ The low bid was \$4,235.00.
- ▶ The board made the decision not to proceed with this project at this time, they will address it again during budget time.

Motion: To leave \$200,000.00 in the General Fund bank account for operating expenses, expend \$25,000.00 for the reserve fund, land/building fund, vehicle replacement funds and \$40,000 to pay the final road project cost and to expend \$3,000.00 from the sewer balance for the vehicle replacement fund and to leave \$33,549.63 in the Sewer Fund bank account for operating cost.

Kitch

Second:

Lorenz

Those in favor of the motion:

Corlew, Kitch, Lorenz, McLeroy, Schippers

Those opposed to the motion:

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None

The motion passed / failed:

Passed

Mr. Craig updated the board on the Flood Plain Ordinance:

- ▶ The ordinance names the City Manager as the flood plain administrator.
- ▶ Certification is not required for the administrator.
- ▶ He will continue to review the ordinance and bring it back to the board with any necessary changes.

McLeroy updated the board on the actions of the County Commissioners in regards to the Joint Economic Development Board:

- ▶ McLeroy stated "As of Tuesday the County Planner is not doing FEMA anymore, so the JEDB is out of the FEMA business".
- ▶ He explained that the JEDB tried to get the county to change the position of the Economic Development Assistant to a full time position, but the county did not approve the change.
- ▶ The JEDB board also wanted to change the position of the Tech. 1 to a full time position. The county took the funding for that position entirely away.

- ▶ McLeroy stated "The problem with this is that this person is also the county's GIS person, so basically the county has lost their GIS capabilities for right now".

7 Unfinished Business:

7a Outdoor, On-Premise Beer Laws (Mr. Craig):

Copies of a letter prepared by Mr. Craig for all beer permit holders was circulated to the commissioners.

The board requested that the letter be signed listing all the beer board members and be mailed.

7b Ten Year Road Plan (Vice Mayor Lorenz)

Cooper explained the software program for implementing a Ten- Year Road Plan and Biggers explained the new material for paving known as PASS.

Motion: To advertise for bids using the PASS system for the following roads: Luyben Hills, CC Road, Mt. Pleasant, Harpeth Meadows and the roads in the Kingston Springs Mobile Home Park:

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Kitch

Second:

Schippers

Those in favor of the motion:

Corlew, Kitch, Lorenz, McLeroy, Schippers

Those opposed to the motion:

None

The motion passed / failed:

Passed

7c **Downtown Master Plan (Vice Mayor Lorenz):**

Lorenz asked how the board planned to proceed with the information gathered from AIA.

Lorenz made a motion to pass a resolution that the board was on board to move forward with the AIA principals. McLeroy seconded the motion. They withdrew their motion and second and decided to have the city attorney prepare the resolution first.

8 **New Business**

8a **Revision to the Sign Ordinance:**

The board moved this discussion to next months meeting.

Motion: To give the county highway department permission to erect signs showing the direction to I-40.

Schippers

Second:

Lorenz

Those in favor of the motion:

Corlew, Kitch, Lorenz, McLeroy, Schippers

Those opposed to the motion:

None

The motion passed / failed:

Passed

8b **Legal Update on State Legislative Changes (Mr. Craig):**

Mr. Craig updated the board on the legislative changes.

8c **Ordinance 08-004 - Design Standards**

Motion: To approve on first reading.

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Lorenz

Second:

Schippers

Those in favor of the motion:

Corlew, Kitch, Lorenz, McLeroy, Schippers

Those opposed to the motion:

None

The motion passed / failed:

Passed

8d Discussion: Kingston Springs Volunteer Fire Department Training Facility:
Deferred to the September meeting.

9 Planning Commission Update:
Cooper reported that the board discussed Design Standards and Ethics.

10 Other (Discussion Only):
Cooper reported that there would be "Movie Night" at City Park on September 6, 2008. The event is being sponsored by Heritage Bank.

11 Adjourn:

Motion: To adjourn at 9:07 PM.

Kitch

Second:

Lorenz

Those in favor of the motion:

Corlew, Kitch, Lorenz, McLeroy, Schippers

Those opposed to the motion:

None

The motion passed / failed:

Passed

12 Signatures:

Mayor, John McLeroy _____

Recorder, Debbie K. Finch _____