



**Kingston Springs Board of Commissioners  
Regular Business Meeting Minutes  
June 16, 2022**

**1. Call to Order:**

The meeting was called to order by Mayor Gross at 7:01 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	Absent
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 May 19, 2022 Public Hearing Minutes:**

Motion to Approve the May 19, 2022 Public Hearing Minutes made by Commissioner Hargis, with a second by Vice-Mayor Remick. Motion passed unanimously.

**6. Motion to Approve the May 19, 2022 City Commission Meeting Minutes:**

Motion to Approve the May 19, 2022 City Commission Meeting Minutes made by Vice-Mayor Remick, with a second by Commissioner Clark. Motion passed unanimously.

7. **Motion to Approve the June 16, 2022 City Commission Meeting Agenda:**  
Motion to Approve the June 16, 2022 City Commission Meeting Agenda made by Commissioner Stohler, with a second by Commissioner Hargis. Motion passed unanimously.

8. **Announcements from Commissioners:**  
Commissioner Clark wanted to recognize upcoming holiday, Juneteenth, on June 19<sup>th</sup>, commemorating the emancipation of enslaved African Americans.

Vice-Mayor Remick said the Splash Pad ribbon cutting ceremony was great.

9. **Community Input and Concerns:**  
None.

10. **Department Reports:**  
No updates to circulated reports.

11. **Legal Updates:**

A. **Memorandum on Public Chapter Number 1100 (SB 2077)**  
City Attorney Perry provided an update on SB 2077/HB 2246 which was consolidated as Public Chapter No. 1100. This legislation takes away the authority of local municipalities to stop the development and installation of pipelines and the municipal regulation of the infrastructure of fossil fuel-based products unless there is a grant of authority from state or federal law that empowers a municipality to regulate same. The Act does not remove a municipality's rights to require a franchise for the provision of electric or natural gas services as already codified in state law. The Act does not apply to solar or wind energy. Any zoning ordinance or resolution previously passed that prohibited activities protected by this Act are now void and pre-empted.

B. **Discussion on scheduling impacts related to Ordinance 21-011.**  
City Attorney Perry said that they were looking at notice requirements and noted that the 15-day notice requirement for publication in local paper may be difficult to meet due to the newspaper deadlines. It was noted that the Cheatham Exchange has a deadline of 4:00 pm on Thursday for a Tuesday publication, so this may require adding extra days to meet the deadline.

12. **Unfinished Business:**

**A. Second reading of Ordinance 22-006 – Adopting the Town of Kingston Springs annual budget and tax rate for the 2022-2023 fiscal year.**

Finance Director Reed discussed changes to budget since the first reading. Reed and MTAS representative Cassie Wheeler consulted with the Comptroller's office and the MTAS Wastewater representative regarding requirements for documenting ARP funds. Their recommendations required several changes to the sewer budget. Finance Director Reed read aloud the changes to the budget for General Fund and Sewer Fund (as attached to this document) since the first reading. Commissioner Clark had a question regarding line item for Planning/Zoning, and Finance Director Reed said there was a typo on the line-item budget, but the ordinance was correct. Motion to approve second reading of Ordinance 22-006 – Adopting the Town of Kingston Springs annual budget and tax rate for the 2022-2023 fiscal year, with noted changes, 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. Discussion on Kingston Springs speed limit signage. Sponsored by Commissioner Clark.**

Commissioner Clark asked about the status of the flashing speed limit feedback signs. Chief Ivey said when the signs were initially ordered the price tripled after order was placed. Order was cancelled and now we are waiting until after July 1 to place order. Mayor Gross noted that most of the speed limit signs are up, and staff still working on the placement of some of the signs.

**13. New Business:**

**A. First reading of Ordinance 22-007 – Amending Ordinance 22-005 and amending Ordinance 17-005 Hotel Motel Tax and amending Title 5, Chapter 6, Section 5-602 of the Town of Kingston Springs Municipal Code.**

City Attorney said the language originally stated tax was for tourism and economic development. With the bill allowing municipalities to raise tax to 4% the language now states tax is for tourism and tourism development. She said we wanted clear up the language discrepancies. Motion to approve first reading of Ordinance 22-007 – Amending Ordinance 22-005 and amending Ordinance 17-005 Hotel Motel Tax and amending Title 5, Chapter 6, Section 5-602 of the Town of Kingston Springs Municipal Code 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 passed unanimously.

**B. Motion to approve Resolution 22-007 – Authorizing application for a Rural Business Development Grant.**

This resolution is a requirement of the grant application. If awarded, the grant funds would be used for the portable stage. Commissioner Clark asked if there was a visual of the stage. A picture can be sent later. The stage folds up like a box. Commissioner Clark asked about any ancillary costs associated with the stage. Park Director Miniati said eventually lights will be added. Motion to approve Resolution 22-007 – Authorizing application for a Rural Business Development Grant made by Commissioner Hargis, with a second by Commissioner Stohler. Motion passed unanimously.

**C. Motion to approve Resolution 22-008 - Support of special event Dinner on Main.**  
Motion to approve Resolution 22-008 – Support of special event Dinner on Main made by Vice-Mayor Remick, with a second by Commissioner Hargis. Commissioner Clark asked about ticket limits, and Park Director Miniati said there will be a four-ticket limit. Motion passed unanimously.

**D. Discussion of potential property applications for the National Register of Historic Places. Sponsored by Commissioner Clark.**  
Commissioner Clark suggested investigating the possibility of having the depot listed in the National Register of Historic Places. We would then be eligible for federal grants for its preservation. She also suggested having the historic Kingston Springs Hotel added to the list, and learned that it was already listed. Commissioner Clark suggested the Town look into it. Finance Director Reed said she had not done anything like this before, but could request help from colleagues who have. It was noted that the Depot is not in its original location.

**E. Consideration of Recommendation of the Kingston Springs Regional Planning Commission to accept revised CLOMR.**  
City Attorney Perry said the Planning Commission recommended approval of revised CLOMR. FEMA submitted a revised letter stating no rise. Commissioner Hargis declared that he was a member of the Golf Club of Tennessee, and claimed his right to vote on this issue. Motion to accept the Recommendation of the Kingston Springs Regional Planning Commission to accept the CLOMR made by Vice-Mayor Remick, with a second by Commissioner Hargis. Motion passed unanimously.

**F. Motion to appoint members to the Kingston Springs Board of Zoning Appeals.**  
Motion to appoint Joanna Gupta to the Kingston Springs Board of Zoning Appeals was made by Mayor Gross, with a second by Commissioner Hargis. Motion passed unanimously.

Motion to appoint Jane Polansky to the Kingston Springs Board of Zoning Appeals made by Vice-Mayor Remick, with a second by Commissioner Hargis. Motion passed unanimously.

#### **14. Surplus:**

None

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

**16. Reminders:**

- Farmers and Artisans Market every Saturday – 9:00 to Noon
- City Hall closed Monday, July 4<sup>th</sup> in honor of Independence Day
- Summer Camp July 11-15 and July 18-22

**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 7:36 pm.

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Francis A. Gross, III  
Mayor

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Jamie Dupré  
City Recorder

## **Item 12. A. Attachment:**

Changes to budget read aloud by Finance Director Kellie Reed at the June 16, 2022 Board of Commissioners Meeting:

### **GENERAL FUND:**

This reflects requested changes to the General Fund budget as well as an additional line item move since first reading

1. The portable stage has been removed from the 972 line item in the Parks Budget.
2. All programming (events) has been moved from the Parks Budget to the Tourism/Economic Development Departmental Budget. With the change in Hotel Motel Tax allocation requirements this will help us better account for specific expenditures with these funds.

### **SEWER FUND:**

After reviewing our Sewer Fund Budget, the changes in requirements for documenting APR funds, and the required comptroller reports with our MTAS representative Cassie Wheeler we both had some questions regarding how these ARP funds should be shown as received and appropriated in our budget. Cassie and I had several discussions with the Comptroller's office as well as the Wastewater representative at MTAS. As such several changes were required within the sewer budget as follows:

1. The engineering line item will now be expensed as a Capital Project as the engineering required goes along with these projects and should be included in this section of the budget as work in progress. It was in the Operating Expenses budget but has now been taken out.
2. The ARP monies cannot be recognized until the expense is encumbered; therefore, once we have bids for the projects or sign contracts we can amend the budget, but cannot do so until such time. As such those monies have been taken out of the budget as both the expense and the revenue.
3. We have now collected \$92,066 from the insurance company for the Acorn Pump Station project. As such I have recognized this revenue. In addition, it was recommended we account for the FEMA monies we estimate we will be receiving. As such John and I discussed this and we have recognized a conservative figure of \$213,000, which is the amount they offered originally with their Fixed Cost Offer.
4. In order to satisfy the remaining requirements from the Comptroller's office we have taken \$5,000 out of the electricity line item. It very well may be more than we have accounted for and it will depend on how quickly the pump station is replaced and how long we have to continue to rent the bypass pump. We can discuss this further when we review the rates again in the next few months.