

## TOWN OF GLEN ST. MARY

### MINUTES

April 18, 2023

The Town of Glen St. Mary Council met in a regular meeting with the following members present:

Councilman Andrew Vetter  
Councilwoman/Vice-Mayor Lola Chandler  
Councilwoman Diana Reneau

Also present:  
Town Attorney, Jon Bense  
Assistant to the Mayor, Todd Norman  
Town Clerk, Christy Linster

Councilman Terry Clardy and Mayor Juanice Padgett were both absent from the meeting.

*Note: These meeting minutes are a summarized version of the actual discussions at the meeting. These are not verbatim transcripts.*

Vice-Mayor Chandler called the meeting to order and led the pledge. Councilwoman Reneau led the invocation.

Vice-Mayor Chandler told the council that Derek Payne is about to begin construction on a new home and desires to tap into town water and sewer services. Derek submitted a letter from his father, Larry Payne, granting him easement through his property which runs through the Glen Baptist Church west parking lot (although Attorney Bense said this is not a legal document because it appears to have not been recorded). Attorney Bense said there would be a \$600 sewer capacity fee. Attorney Bense said we could possibly waive the \$1200 tap fee. Mr. Norman said the legal issue is Larry has an easement but does Derek have a right to use that. We would need to see an easement deed to Larry's property and a recorded legal easement from Larry to Derek with a legal description from where the easement is on Larry's property to where it will go on Derek's property. The line would need to be tapped and metered. It was questioned if it would be easier to tap in from Larry's line or South Glen Avenue. Vice-Mayor Chandler said South Glen Avenue is very narrow and would need to be cleared. She explained any amount over the \$1,200 water tap amount would be paid for by Derek, as he would be responsible for running the line to his home. She said if he were to hit something, he would be required to fix it. Attorney Bense stated it could potentially damage a lot of infrastructure if something got broken. He read ordinance verbiage stating when water is available, a resident shall hook up to it. He said Derek cannot cross private property to connect to the water meter, but if he wants to use Larry's easement, it would be an exception. He said he feels Derek would need to run lines through South Glen Avenue, not Larry's easement. Larry has an easement through the church property; the Town of Glen St. Mary does not. After a lengthy discussion, it was decided that the town should acquire quotes for both options of running lines down South Glen Avenue and also through Larry's easement through the church property. Vice-Mayor Chandler explained Derek is ready to get his building permit for his new home construction, so we need to update him once we know more so he can move forward.

Vice-Mayor Chandler requested approval of the consent agenda which consisted of:

1. Minutes of March 21, 2023 Regular Meeting
2. Expense Report

Clerk Linster reviewed a few items on the financial reports. She explained we have paid four (4) residents for easements for the southside sewer extension project, which to date totals \$5,413.46 out of the general operating fund and \$715.38 out of the water/sewer utility fund. These amounts will be reimbursed by grant funds. Clerk Linster explained also out of the water/sewer utility account, there was an expense of \$9,738.45 to Southern Operations Group to repair a 2” line at East Parmalee and South Sherman Avenue which required two (2) call outs. She explained the town was required to replace the two (2) pumps at the Wildcat lift station in the amount of \$29,660.00. This is in addition to the Stoddard lift station pumps we replaced six (6) weeks prior in the amount of \$28,179.74. Ms. Linster explained the town will be reimbursed for both of these expenses from the DEP grant. Councilwoman Reneau made a motion, seconded by Councilman Vetter to approve the consent agenda items. Voting 3 – 0; motion carried.

The second reading of Ordinance #2023-03 adopting the amendments to the comprehensive plan was read by title only by Attorney Bense. Councilman Vetter made a motion, seconded by Councilwoman Reneau to adopt Ordinance #2023-03. Voting 3-0; motion carried.

There was discussion on the small gazebo which has been out of use for quite some time. Clerk Linster explained that last time the gazebo was discussed, the council decided to hold onto it for future use in the annual City of Macclenny Christmas parade. However, we asked for quotes to have it repaired and was informed it was too damaged for repair and that we could purchase another one as cheap as we could repair it. Clerk Linster explained a resident recently came into town hall asking if he could purchase it. Attorney Bense said he would look into whether we need to seek bids on the gazebo, since it is in such bad shape and we plan to demolish it and remove it from inventory.

Clerk Linster informed the council there has been no applicants for the part-time maintenance position, which has been advertised in the Baker County Press four several times. She explained she previously mentioned to the Mayor that she could advertise the position on Indeed, but the Mayor said Indeed is far reaching, and we really want to hire someone local, since the position requires daily lift stations checks, even on Saturdays. Councilman Vetter made a motion, seconded by Councilwoman Reneau to recommend to Mayor Padgett that we advertise the maintenance position on Indeed. Voting 3-0; motion carried.

Mr. Norman explained we have completed the repairs to the columns at Celebration Park. He said the columns have been shored underneath by adding cement, the caps have been reinstalled and some bricks have been replaced. Also, some of the lamp post platforms were leveled. We still need to pressure wash, repaint and reinstall the fence. Mr. Norman stated that Avery in Maintenance will not be able to do this work by himself. Due to that, Councilwoman Reneau made a motion, seconded by Councilman Vetter to get quotes to pressure wash, repaint and get the fence back up. Voting 3-0; motion carried.

In other park business, Mr. Norman explained that due to people moving the picnic tables, we have been required to cement, lock and chain them down.

Councilman Vetter asked about the status of installing cameras around the town hall property. Clerk Linster said she has asked Mayor Padgett about it and she said she has not forgotten about the cameras, they are just not a top priority right now.

Councilwoman Reneau mentioned water leaking from the well head, stating a seal may need to be replaced. Vice-Mayor Chandler asked that we have our contractor, Southern Operations Group, look into this matter.

Councilman Vetter made a motion to adjourn the meeting, seconded by Councilwoman Reneau. Meeting was adjourned at 8:34 pm.

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Christy C. Linster, Town Clerk

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Lola Chandler, Vice-Mayor