

TOWN OF GLEN ST. MARY

MINUTES

July 18, 2023

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

Mayor Juanice Padgett
Councilman Andrew Vetter
Councilwoman Diana Reneau
Councilman Terry Clardy

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

Councilwoman Lola Chandler was absent

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

Mayor Padgett called the meeting to order and led the pledge. Mr. Greg Lyons led the invocation.

Mayor Padgett requested approval of the consent agenda which consisted of:

1. Minutes of June 20, 2023 Regular Meeting
2. Expense Reports

After Mayor Padgett clarified some wording of the minutes in reference to mowing, brought up by Councilwoman Reneau, Councilman Clardy made a motion to approve the consent agenda items. Councilwoman Reneau seconded the motion. Voting 4 - 0; motion carried.

Mr. Greg Lyons with Lyons and Lyons, CPA firm was present to address the Town's 2022 annual audit. Mr. Lyons stated the Town of Glen St. Mary, as a whole, is in good financial position and in a very favorable position this year compared to last year. There was a net change in fund balances of \$50,827. There was no new debt this year.

There were two findings, which was the same two findings as in previous years. The first addresses segregation of duties. Mr. Lyons stated with the town having such a small staff, he does not foresee that changing. He stated the audit did not reveal any significant errors or irregularities resulting from this lack of separation of duties and responsibilities. Secondly, was communicating internal control related matters identified in an audit, requires auditors to prepare written communication if they identify misstatements during the audit process if it was necessary to assist with the preparation of the financial statements. As part of the audit process, they proposed material adjustments to Town's financial statements. It was also necessary for Lyons & Lyons to assist with preparation of the financial statements. Their proposed adjustments were accepted by management, enabling the financial statements to be fairly presented in conformity with generally accepted accounting principals. Mr. Lyons explained the Town is required to provide Lyons & Lyons, CPA with a compliance report, which we

have complied with by the Town providing a response letter on June 7, 2023. Councilwoman Reneau made a motion, seconded by Councilman Vetter to accept the 2022 audit as presented by Lyons & Lyons, CPA. Voting 4-0; motion carried.

Mayor Padgett stated Councilwoman Reneau has made a decision not to run for office again. She asked Attorney Bense about the rules for appointing someone for Councilwoman Reneau's vacant seat. He informed her that after the next (August) meeting, we will advertise the vacant position, take applications/resumes and appoint someone at the September meeting. Councilwoman Reneau is to attend the September meeting, but the new council person will take over for the remainder of the meeting.

Mayor Padgett discussed the lack of water/water pressure on July 11 & 12. She explained we were having some electrical problems in the electrical room. Councilwoman Reneau asked if there was an alert system we could use in the future. Mayor Padgett stated we are currently looking into the Code Red system. She said we could also place notices on our website and FaceBook.

Mayor Padgett explained we are in discussion with our engineer about a digital mapping system. We must verify that our paper copy is correct. Once done, we will move forward with that project. All of the Town's water and sewer lines will be included in the mapping system. County Fire Chief, Trevor Nelson will also have access for the fire hydrants.

Mayor Padgett explained to the council that we have a lot going on in the Town, with 4 grants running concurrently.

Mayor Padgett said the small gazebo that has been housed behind the maintenance building has finally be removed by the bid winner. He removed it on July 14th.

Mayor Padgett gave an update on the Celebration Park fencing. She explained the old fencing is damaged and our maintenance staff feels it would be costly and time-consuming to repair and re-install it. Mr. Norman explained we plan to get bids for wooden rail fencing to be installed. It will be constructed out of pressure treated wood and painted. Mayor Padgett feels this type fencing will last for years. She explained there will also be two gates, one in the front and one in the back of the park. Councilman Vetter asked if it would be better to go with a vinyl fence. Mr. Norman said PVC fencing is very expensive and is currently difficult to get. Councilwoman Reneau asked if the fence would be completed prior to the September event scheduled to be held in the park. Mayor Padgett stated she is not certain.

Mayor Padgett gave an update on the commercial backflows. She said we have one business owner who has not responded. The others have either been certified, or failed inspection and going through replacement or repair.

In another update, Mayor Padgett said we have not moved forward on the security camera project to date, but we plan to do so soon.

Mr. Harold Castleberry was present and asked about people living in RV's/campers within the Town limits. Mayor Padgett asked him to read the ordinance we provided to him early in the day, which states this is prohibited. She told him he needs to contact the County Code Enforcement office with his complaint.

Councilwoman Reneau made a motion to adjourn the meeting, seconded by Councilman Clardy. The meeting was adjourned at 7:30 PM.

Christy C. Linster, Town Clerk

Juanice Padgett, Mayor