

TOWN OF GLEN ST. MARY

MINUTES

July 19, 2022

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

Mayor Juanice Padgett
Councilman Andrew Vetter
Councilwoman Lola Chandler
Councilwoman Diana Reneau

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

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. Clay Lyons, with Lyons & Lyons led the invocation.

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

1. Minutes of June 21, 2022 Regular Meeting
2. Expense Report

Councilman Vetter made a motion to approve the consent agenda items. Councilwoman Reneau seconded the motion. The motion carried unanimously.

Mr. Sean Brewer, 120 West University Avenue, Gainesville was in attendance and explained he is running for circuit judge. He explained his education, background, and experience and asked for consideration at the polls.

Marshall Combs of 7063 East Andrews Street was present to discuss a music festival he would like to have at Celebration Park on October 1, the same day of Franklin Mercantile's re-opening. He explained he loves this community and wants to give back. He said he has connections to musicians and singers and wants to bring in some clean secular music, family-oriented country music, blue grass, and contemporary gospel. He hopes it will be a great event for the community to enjoy, but help both monetarily and volunteer-wise will be needed, as a rough cost estimate will be around \$3,500. The event will also need to be advertised, which will be costly. There will be no food vendors, but personal grill masters in attendance, as well as games for children. There will be no charge to attend. Mr. Clay Lyons suggested that Mr. Combs reach out to the Tourist Development Council which has funds in an account via the bed tax, for such events as this which bring visitors to our community.

Ms. Kayla Taylor with Lyons & Lyons presented the 2020-2021 Audit Report. Ms. Taylor explained the audit was an unmodified audit opinion which means there were no findings. She explained this year we received American Rescue Plan Act (ARPA) funds, and have received the money for half the approved amount. These funds are not reported as revenue, but rather under restricted cash. The funds will be reported as revenue once we use it. We can spend the funds on most things, with the exception of debt

service, unfunded retirement, or millage rate. The funds must be spent by December 21, 2026. She further explained that the revenue was up in the water/sewer fund by \$56,000 mostly due to the new fire station and that the new RV park will be sure to increase revenue going forward also. She said the findings were the same as they were in previous years, which is segregation of duties. Ms. Taylor said the town has compensatory controls in place. Town staff provides a list of expenditures to the council each month. She stated that Town Clerk Linster recently called her to ask if QuickBooks can be shared with Mr. Norman going forward, and that she agrees it was a good idea because it ensures more controls in place. Ms. Taylor said between Town Clerk Linster, Assistant Norman, and the Mayor, there are numerous years of governmental expertise in the current town staff, which she feels good about. Mr. Clay Lyons echoed that we have compensation controls in place as a part of the process to help mitigate controls. He encouraged the council to be sure they review the list of bills prior to the council meetings each month. Councilwoman Reneau made a motion to approve/accept the audit. Councilwoman Chandler seconded the motion. Voting unanimous, motion carried.

Mayor Padgett addressed the CDBG budget and explained we are waiting on DEO for final approval, which should be received by months' end. She explained we hope to have all residents on Lincoln and Clinton Avenue hooked up to sewer through this funding. The grant is \$600,000 and the funds can not be spent on anything other than those items listed when the grant application was written. Those items are: Funds to install sewer, going east; refurbish 3 lift stations; and get digital mapping. The council was in agreement with the grant budget (see attached).

There was brief discussion of the fire station clean out. Mayor Padgett explained the County firemen have almost gotten the station cleaned out and it will be the sole property of the town to use at our discretion.

Mayor Padgett explained we have received bids to pave South Clinton Avenue. Option 1 in the amount of \$13,055 and Option 2 in the amount of \$20,556.60 (see attached estimate). Mayor Padgett stated the roads is in bad shape, and that we will be piggy-backing off the county so there is no need to bid this service out. Councilwoman Chandler made a motion, seconded by Councilwoman Reneau to pave South Clinton Avenue from South Glen Blvd North to West Parmelee Street in the amount of \$20,556.50.

Mayor Padgett mentioned that we have created new speaker cards for our council meetings. Using the new speaker cards, public comments at a general meeting can be a duration of 3 minutes and 5 minutes for public hearing comments. Attorney Bense explained we will need to draft a Resolution for the new speaker cards and agenda format. He stated there is a provision in the town charter that deals with meeting proceedings, which keeps things in order. He feels it is in the town's best interest and that citizens can speak, but it needs to be kept orderly. If things get out of hand, the Mayor can table items, until more research is done on the topic.

There was discussion on the proposed development on each side of Wildcat Drive. Mayor Padgett explained that she and Mr. Norman met with the City of Macclenny last week, and was told by City Manager Mike Griffis, that Macclenny will not be able to supply sewer capacity to the Town of Glen St. Mary for this project. She explained this development needs as much sewer as we currently have in the entire town. She explained that the developer sent an email earlier today about installing a septic system for the development. The developer will be placed on next month's agenda to discuss further details.

Mayor Padgett informed the council that we had no applicants for the vacant council seat and that we plan to re-advertise for that seat.

Mayor Padgett explained the backflows have all been repaired, tested and certified and have been turned over to the property owners.

Town Clerk Linster informed the council we have made a decision on hiring another maintenance employee. We will bring him on for the first 90 (ninety) days through a temporary service. If he does well, we will hire him as a town employee after the 90 (ninety) day probationary period, or November 1. He will be on call every other weekend. Mayor Padgett feels part-time will be sufficient for now, since we are not mowing side streets.

Councilman Vetter made a motion to adjourn the meeting, seconded by Councilwoman Reneau. Meeting was adjourned at 8:50 pm.

Christy C. Linster, Town Clerk

Juanice Padgett, Mayor