

## Town of Glen St. Mary

### MINUTES

OCTOBER 17, 2023

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

Mayor Juanice Padgett  
Councilwoman Lola Chandler  
Councilman Terry Clady  
Councilwoman Susan Wallace

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

Councilman Drew Vetter 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. Clerk Linster led the invocation.

Opened with a public hearing for Attorney Bense to read Resolution #2023-02, a special exception required for the property located at 9967 South Lincoln Avenue, Glen St. Mary, Florida (Block 28, Lots 1 and 2 with Parcel #36-2S-21-0051-0028-0010). The property owner is requesting this special exception to allow a mobile home.

The public hearing was closed and the regular meeting opened.

Approval of the consent agenda items of the following was approved on a motion by Councilwoman Wallace, seconded by Councilman Clardy. Voting 4-0; Motion carried.

September 7, 2023 Budget Workshop Minutes  
September 19, 2023 Budget Workshop Minutes  
September 19, 2023 Special Meeting Minutes  
September 19, 2023 Regular Meeting Minutes  
Expense Reports

For the special exception item, Mayor Chandler asked the owners, O.D. Rewis and Audrey Rewis, why they are seeking a special exception. Mr. Rewis explained that recently they have had a couple of different people ask about moving a single-wide mobile home on the lot. There used to be 2 (two) mobile homes there, but now there is only one, so he wants to add a second one once again. Councilwoman Chandler asked why special permissions are required for mobile

homes. Attorney Bense explained to ensure all permits are gotten so that they look nice. He said modular homes require special exceptions also. Councilman Clardy made a motion, seconded by Councilwoman Wallace to approve O.D. and Audrey Rewis' special exception request on the property at 9967 South Lincoln Avenue, allowing one additional mobile home on the lot. Councilwoman Wallace asked if we could set an age limit on the mobile homes we allow. Attorney Bense said we are unable to do so. Mr. Rewis stated he will get everything taken care of and have the mobile home in place prior to the 6 (six) months deadline. Mayor Padgett explained if he did not, he would be required to repeat the special exception process again.

Approval of the 2024 Town holiday schedule which had no additional days added from last year's schedule, was voted on by a motion made by Councilwoman Chandler, seconded by Councilman Clardy. Voting 4-0; Motion carried.

In the discussion of the Florida Retirement System (FRS) versus a 457(b) agenda item, Mayor Padgett explained that leaving the FRS and going into a different retirement plan has been mentioned in the past, however it did not go anywhere. She wants to re-address the possibility again and asked Clerk Linster to share some information on it. Mrs. Linster said after this topic became an agenda item, she called the FRS and was told that local governments are only allowed to opt out of the FRS by legislative mandate and that it is extremely rare, so she is not sure that this isn't a futile conversation, however Mayor Padgett asked that we at least discuss this option and get the thoughts of the Council. Clerk Linster handed out a spreadsheet showing the current employer rates paid into the FRS. She explained that the Town is paying \$22,833.14 annually towards employee's retirement accounts. However, there are currently 3 (three) employees who are already retired from the FRS system, Mayor Padgett, Clerk Linster, and Councilman Clardy. Because they are already receiving retirement benefits from the FRS, the funds that the Town is remitting to the FRS under their names, will not benefit them at all because they are unable to go back into the FRS. These funds are simply going to the FRS to "help fund the program" according to a staffer at the FRS office. That amounts to \$12,110 annually that the Town is obligated to pay which serves no other purpose than that. Clerk Linster explained if the town was able to drop the FRS and contribute to a 457(b) plan for employees, a 7% match into employees 457(b) plan would cost the Town \$7,988.40 for an annual savings to the Town of \$14,844.74. If the Town were to match 5%, it would cost \$5,706 annually, for a savings to the Town of \$17,127.14. Clerk Linster explained the tax-advantages, annual contribution amounts, early withdrawals, etc. of a 457(b) plan. The council members agreed that offering a 457(b) plan would be a nice perk for employees and an annual savings for the Town and were in favor of looking into it. Mayor Padgett asked Attorney Bense to look further into whether the Town can opt out of the FRS.

Mayor Padgett stated she wishes the council could vote to refuse Clerk Linster's resignation, however Attorney Bense said that is not an option since she submitted her resignation letter earlier in the month, expressing a desire to pursue another position. That being said, Councilwoman Chandler made a motion which was seconded by Councilman Clardy to accept

Clerk Linster's resignation. Voting 4-0; Motion carried. Mrs. Linster addressed the Mayor and Council, stating she has been working for the other company in the afternoons after Town Hall closes over the past 7 (seven) months, and they recently offered her a full-time position which also includes benefits. She thanked the Mayor and Council for allowing her the honor of serving as Town Clerk, stating she has greatly enjoyed working at Town Hall. She explained that her decision to leave has been a difficult one, however, she feels this new career opportunity is something she needs to pursue. Mayor Padgett stated we made a great team. Mrs. Linster agreed, saying she would certainly miss everyone.

There was a brief recap of the special meeting held earlier in the evening, which consisted of 3 (three) interviews for the Town Clerk position. The candidates interviewed were:


1. Colette Butkus
2. Nancy Crews
3. Jolene Kirkland

Based on their previous experience and skills, Councilman Clardy made a motion to hire Jolene Kirkland as the new Town Clerk. Councilwoman Wallace seconded the motion. Voting 4-0; Motion carried. Mrs. Kirkland has previous experience as a business partner of a firm in Jacksonville. She also has bookkeeping, payroll, accounts payable and accounts receivable experience. Prior to her retirement in 2015, she was a bookkeeper at Westside Elementary School. After some discussion on her starting salary, Councilman Clardy made a motion, seconded by Councilwoman Chandler for Mrs. Kirkland's starting salary is \$17.50 per hour. Mayor Padgett said we would bring Ms. Kirkland on board through a temporary service like we have done with the maintenance staff recently, then after 90 days, hire her as a town employee, however Mrs. Linster stated she is uncomfortable with going that route. She feels as Town Clerk/Treasurer, Mrs. Kirkland should be brought on board as an employee now, which Attorney Bense felt was best as well. Mrs. Linster explained per the employee handbook, there is a 90-day probationary period for new town employees, if that's the concern. Mayor Padgett agreed that considering this specific position, we should not go through a temporary service. Mrs. Kirkland will begin her new role as Town Clerk on October 18.

Assistant Norman told the Council that we only received one quote on the vinyl, commercial grade fencing to place around Celebration Park. The sole bid was received from Baker Fence in the amount of \$20,450. This includes all labor and materials. Mayor Padgett reminded the Council that the highest bids on the wooden rail fencing we recently received was closer to \$10,000. Councilman Clardy stated his biggest concern with the fencing is durability. Mayor Padgett said with the vinyl fencing, we may have issues with people vandalizing it. Mr. Norman explained we have been working on getting this fencing re-installed for months and he is done working on it. He said the Council needs to make a decision which route to take on it so we can move forward. With that being said, Councilman Clardy made a motion to accept the bid for the vinyl, commercial-grade fencing from Baker Fence in the amount of \$20,450.00. Councilwoman Wallace seconded the motion. Voting 3-1 with Mayor Padgett voting NO; Motion carried.

Mayor Padgett asked what the Council desired be done with the old aluminum fencing. They said there is about 550 feet of it. It was decided to advertise for bids on it.

Councilwoman Chandler made a motion to adjourn the meeting at 8:15 PM. The motion was seconded by Councilman Clardy.

  
Jolene G. Kirkland, Town Clerk

  
Juanice Padgett, Mayor

**Note:**

The above minutes were prepared by Christy Linster, Town Clerk. At the time of approval of above official minutes, Jolene G. Kirkland is the newly hired Town Clerk.