

**TOWN COUNCIL OF THE TOWN OF GREENVILLE
CITY HALL, 154 SW OLD MISSION AVENUE, GREENVILLE, FL 32331**

REGULAR MEETING

**Greenville Senior-Youth Center, 166 SW Onslow Street, Greenville, FL 32331
Monday March 10, 2025 at 6:00 P.M.**

MINUTES

1. CALL TO ORDER: Mayor Kornegay called the meeting to order at 6:03 P.M.
2. ROLL CALL:

Present:

Mayor Ryan Kornegay
Vice Mayor Robin Housh
Councilmember Barbara Dansey
Councilmember Carl Livingston (arrived at 6:05 pm)
Councilmember Chiquila Pleas

Absent:

Also Present:

Victoria Kingston, Interim Town Manager
John Reid, Town Attorney
Kim Reams, Town Clerk

3. INVOCATION AND PLEDGE OF ALLEGIANCE:
4. READING AND APPROVAL OF THE AGENDA:

ACTION: Councilmember Dansey moved to approve the agenda.
Seconded by Councilmember Housh

Councilmember	Yay	Nay
Mayor Kornegay	X	
Vice Mayor Housh	X	
Councilmember Dansey	X	
Councilmember Livingston		
Councilmember Pleas	X	

5. READING AND APPROVAL OF THE MINUTES:

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ACTION: Councilmember Dansey moved to approve the minutes from the Regular Meeting, held on February 17, 2025, and the Special Meeting/Workshop Meeting, held on March 3, 2025.
Seconded by Vice Mayor Housh

Councilmember	Yay	Nay
Mayor Kornegay	X	
Vice Mayor Housh	X	
Councilmember Dansey	X	
Councilmember Livingston	X	
Councilmember Pleas	X	

6. CONSIDERATION OF COUNCILMEMBER ABSENCES:

7. PUBLIC COMMENT:

- None.

8. CONSENT AGENDA:

9. OLD BUSINESS

a. **ACTION: SECOND READING:** *Ordinance 2025-286: Related to Land Development Code – Town Attorney John Reid*

- Mayor Kornegay recognized Town Attorney Reid.
- Town Attorney Reid reminded the Town Council that this was a second reading of the ordinance. Mr. Reid stated that these are amendments to the Land Development code as requested by the division of emergency management. It makes minor edits, and they are very consistent with the changes that we made back in 2018. Mr. Reid went on to highlight the changes made.

ACTION: Vice Mayor Housh moved to adopt Ordinance 2025-286. Seconded by Councilmember Dansey.

Councilmember	Yay	Nay
Mayor Kornegay	X	
Vice Mayor Housh	X	
Councilmember Dansey	X	
Councilmember Livingston	X	
Councilmember Pleas	X	

b. **ACTION:** *Greenville Senior Citizens Council* – **Mayor Ryan Kornegay**

- Mayor Kornegay said that the application process had been left open an additional two weeks. He went on to state that the people that had submitted letters were Ms. Judy Hudgins, Mr. Graham, Mr. Arnold, and Mr. Bruton.
- Attorney Reid asked if the council had decided to go with candidates under the age of sixty-five. Mr. Reid recommended that he would draft a Resolution to bring to the next meeting.

ACTION: Councilmember Pleas moved to approve the four names that submitted letters as the Senior Citizens Council. Seconded by Councilmember Dansey.

Councilmember	Yay	Nay
Mayor Kornegay	X	
Vice Mayor Housh	X	
Councilmember Dansey	X	
Councilmember Livingston	X	
Councilmember Pleas	X	

10. NEW BUSINESS:

a. **DISCUSSION:** *Recreation Park Signage* – **Vice Mayor Robin Housh.**

- Vice Mayor Housh said at the last meeting it was mentioned that the gate was closed at the rec park, and it was not. She went on to say that Dr. Kingston had sent a picture with the sign showing park hours and it was incorrect.
- Vice Mayor Housh said that the park is open all night and on the weekends. She suggested locking the gate at 5 pm and having a sign with contact information if someone wanted to use it on the weekend.
- Attorney Reid stated that we had to follow the Ordinance and that is why it has been just open at all times. Those hours are 7 days a week.
- It was decided to table this issue so the town staff and Attorney Reid could work out logistic.

b. **DISCUSSION:** *Leave Forms (temporary duty elsewhere)* – **Vice Mayor Robin Housh.**

- Vice Mayor Housh said that this was not personal, and she had not had a chance to speak with Dr. Kingston about this. She said that she had several people complaining to her about the hours of the Town Manager. Vice Mayor Housh said she did not want to go back to the Town Manager being absent or coming in at 2 pm. She went on to say that she knows the Town Manager has to attend meetings, but not every day.
- Vice Mayor Housh said that she would like to see a form filled out when you have to go to a meeting with the agenda attached. She said she would like a calendar

filled out with meetings and an email letting council members know you have a meeting. She stated that this would be for charter officers, and she was not targeting the Town Manager.

- After further discussion it was the consensus of the Council that charter officers us outlook calendar to show when they will be out of the office.

c. **DISCUSSION:** *Florida League of Cities Legislative Action Days* – **Mayor Ryan Kornegay.**

- Mayor Kornegay said that the Florida League of Cities Legislative Action Days were going to be March 24th and 25th. He said the cost to register was \$50.00 and registration was still open.
- Mayor Kornegay said that they would go over all the bills and the effect they would have on cities and towns.
- Mayor Kornegay said that it would be a good opportunity to do Ethics Training and encouraged everyone to attend if possible.

d. **DISCUSSION:** *Greenville Elementary School Consolidation* – **Mayor Ryan Kornegay.**

- Mayor Kornegay said that the reason that we postponed our last meeting was to go to the Facilities Committee meeting that was scheduled for the same date and time as our council meeting. Councilmember Housh sits on the Facilities Committee, so we wanted to make sure that we were in place to show support and attend those meetings.
- Mayor Kornegay said that since then and since sharing the resolution about the Greenville Training School, he has had a few School Board members reach out and say they would like to be in the session about what that could look like for Greenville.
- Mayor Kornegay said there may be an opportunity for Greenville to share that. You know what we could potentially do with that, utilize that space. I know when we talked in our workshop, we talked about how it could be used as a community resource center, which I still highly believe. We have a lot of nonprofit partners that have been working with the town and others that would still like to work with us.
- Mayor Kornegay said there may be an opportunity for Greenville to share that. You know what we could potentially do to utilize that space. I know when we talked in our workshop, we talked about how it could be used as a community resource center. He said we have a lot of nonprofit partners that have been working with the town and others that would still like to work with us.
- Mayor Kornegay said he wanted to bring it to you all to number one see if you have any nonprofit or business partners that would be willing to partner with us

to utilize that space as community resource center, and some of those include the Health Department as well as the Neighborhood Health Association, where we could utilize it as a clinic space. And we could also have our Boys and Girls Club located in town.

- Mayor Kornegay asked if you all have any suggestions to please let our Town Manager know, so we can put those partners together to share a proposal with the School Board.
- After further discussion, no action was taken.

e. **DISCUSSION:** *Town Charter Officer Evaluations* – **Mayor Ryan Kornegay**

- Mayor Kornegay said in the meeting where we approved hiring our Town Manager and our Clerk, we talked about having a seven-month contract where we come back and evaluate. I want to go ahead and put this on our radar now so we could start building up that evaluation process.
- Mayor Kornegay said he wanted to see if there were any specific items currently, that you all wanted to embed in that, so we can start pulling together and drafting the evaluation.
- Mayor Kornegay said he wanted everyone to come back with items they would like to see on the evaluation at the next council meeting. He said he wanted the evaluation to be something developed together.
- Mayor Kornegay said this may be something that needs to be done in a workshop.

f. **DISCUSSION:** *Sale of old Greenville firetruck* – **Town Manager Victoria Kingston and Public Works Director Wyne Malone**

- Dr. Kingston stated that she had been approached by the Fire Chief about selling the old firetruck to the county. Dr. Kingston said selling the fire truck will not only benefit the town of Greenville, but it will also benefit the county because it will be a backup vehicle or backup truck. She said the county is willing to pay \$5,000 for the truck, as is and the county, will make the necessary repairs, and will be responsible going forward with maintenance and upkeep. She went on to say if the Council agrees to sell the fire truck, she was informed that we can invoice the county as soon as tonight, and it will be submitted to the county tomorrow for payment.

ACTION: Councilmember Housh moved to sell the firetruck to the county for \$5000.00. Seconded by Councilmember Livingston

Councilmember	Yay	Nay
Mayor Kornegay	X	

Vice Mayor Housh	X	
Councilmember Dansey	X	
Councilmember Livingston	X	
Councilmember Pleas		X

g. **ACTION:** *Resolution 2025-06: Related to revisions to Greenville Municipal Property and Inventory Policy* – **Town Attorney John Reid**

- Attorney Reid said that at the February meeting we mentioned that since there has been a change in personnel, we would need to go back and make changes to our policies primarily substituting Director of Finance and Administration with Town Clerk.
- Attorney Reid said this policy, however, is a little different. When this policy was adopted, we designated the town manager as maintaining the inventory and keeping all the records, which really is the function of the clerk, but we did not have a clerk at the time, so we gave it to the manager.
- Attorney Reid said this simply would change the designation of who is responsible for keeping track of the property and maintaining an inventory to the clerk. He said that is really all that has been changed. He said if you look at the attached policy with the word track changes feature, you can see where the changes were made.

ACTION: Councilmember Dansey moved to approve Resolution 2025-15 and the new Greenville and Municipal Property and Inventory Policy. Seconded by Councilmember Pleas.

Councilmember	Yay	Nay
Mayor Kornegay	X	
Vice Mayor Housh	X	
Councilmember Dansey	X	
Councilmember Livingston	X	
Councilmember Pleas	X	

h. **ACTION:** *Resolution 2025-07: Related to revisions to Greenville Financial Controls and Authorization Policy* – **Town Attorney Reid**

- Attorney Reid said that this is more in line with what I have mentioned, how we are going to simply go through the policies and identify references to the Director of Finance and Administration and change to the Town Clerk. This is essentially what is done throughout this document. He said there is no substantive changes, simply changing the job title.

ACTION: Councilmember Livingston moved to approve Resolution 2025-07 and the new Greenville Financial Controls and Authorization Policy.
Seconded by Councilmember Dansey.

Councilmember	Yay	Nay
Mayor Kornegay	X	
Vice Mayor Housh	X	
Councilmember Dansey	X	
Councilmember Livingston	X	
Councilmember Pleas	X	

i. **ACTION:** *Resolution 2025-08: Related to revisions to Greenville Administrative Operations Policy* – **Town Attorney John Reid**

- Attorney Reid said that this is the same as the last policy. It simply removes references to the Director of Financial Administration and replaces them with the Town Clerk and deletes. The paragraph defining the duties of the Director of Finance Administration.

ACTION: Councilmember Dansey moved to approve Resolution 2025-08 and the new Greenville Administrative Operations Policy.
Seconded by Councilmember Pleas.

Councilmember	Yay	Nay
Mayor Kornegay	X	
Vice Mayor Housh	X	
Councilmember Dansey	X	
Councilmember Livingston	X	
Councilmember Pleas	X	

j. **DISCUSSION:** *Methods to address excessive unexcused absences* – **Town Attorney John Reid**

- Attorney Reid stated that at the February Meeting the Board asked me to prepare a memorandum kind of outlining what options were available to address member absences, and it was noted at the workshop that previously our charter had a vision where if a member had 3 unexcused absences, the seat will become automatically vacated upon that 3rd absence, and I think at the time that we had the workshop we didn't have the 2014 language. Attorney Reid said he was able to find it in a memorandum.
- Attorney Reid said if this board wanted to consider some action on how to address absences, there are three options that I have laid out. Option one would

be simply to go back to the 2014 language which makes it automatic upon that third absence in a 12-month period.

- Attorney Reid said the second option would be to have a trigger at 3 meetings, but it would not be an automatic vacation of the seat, but rather it would come back to the board for the board to decide. It is important that there would have to be due process procedures put in place then simply just do it on the fly. You would have to give the individual the ability to explain their cause and essentially provide excuses for why the meetings were missed.
- Attorney Reid said both options one and two would require an amendment to the Charter which would have to be adopted by an ordinance of this board and be placed on the ballot for the voters to approve at the next regular or general election, which would be this November.
- Attorney Reid said option three is actions that could be taken without amending the charter, and there is really a wide range of actions this board could take without resulting in removal. There is a formal censure or public reprimand. A censure is a formal resolution. Attorney Reid said you would want to provide some notice to the individual, so they have an opportunity to defend themselves. Essentially, it's just something that goes in the official record to know why this happened and how the board feels about it. A reprimand is more symbolic. It does not have to be in writing it could be verbal. He said it is like a warning.
- Attorney Reid said he had a couple of other thoughts. We do have an item on the agenda, the consideration of Council member absences, and I don't think we have yet used that appropriately, and if a member is absent at the next meeting, or at a subsequent meeting they should use that opportunity to say I was absent on this day. I had a death in the family, something to that effect. The Board could excuse it, then if there is an excused absence there is no issue. There is no limit on excused absences.
- Councilmember Pleas had some concerns about meetings being changed with not enough notice.
- After further discussion among council members, Attorney Reid said we might be able to address this through policy, and maybe just do a better job of addressing absences in real time. He said we should make sure we know what is excused, so that we can determine whether there is a problem or not.
- Attorney Reid will revise the Town Council Rules of Procedure for the next meeting.

11. COMMENTS BY THE TOWN MANAGER, TOWN CLERK, TOWN ATTORNEY, AND COUNCILMEMBERS:

- Town Manager Kingston reported that Mr. Connor Chambliss with Kimley-Horn had reported in January on the Southside Mitigation project. They are working to get a website up for Greenville citizens to give feedback on flooding and other drainage issues in the town.

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- Manager Kingston reported that she had been on a tour of the mattress factory that is now called Foundation Sleep Products. She said the new manager, Brandon Segrest, said that they were open and are hiring for full-time positions.
- Manager Kingston said that Saturday, March 15th from nine to noon, the Friends of Evergreen will be hosting a spring Workday. She said that the next quarterly meeting for them will be April 28th.
- Town Clerk, Kim Reams reported that she had been in contact with James Moore Co. to get where we are actuals to budget, but they are only finished with bank reconciliations through September 2024. They are now into this year and in audit prep mode. They are working closely with our auditors Powell and Jones.
- Ms. Reams reported that once they get the rest of 2024 cleaned up, the goal is to have deliverables every month along with where we are in the budget, our profit and loss margin in the revenue accounts. They are almost through with the clean-up phase which was massive.
- Attorney Reid had no report.
- Mayor Kornegay took the opportunity to thank everyone for coming out supporting the Ray Charles fish fry. He reported there was a good turnout of people from the community and hoped to do it again sometime soon. He said they will make sure to share the information with you all on that.

12. FUTURE AGENDA ITEMS REQUEST:

- None.

13. INFORMATIONAL ITEMS:

- None.

14. ADJOURNMENT:

- Councilmember Housh moved to adjourn; seconded by Councilmember Pleas.
- Without objection, the Regular Meeting was adjourned at 7:38 P.M.

Minutes approved and adopted by the Town Council on 04/14/2025.