

MINUTES
GREENVILLE TOWN COUNCIL
Regular Session, Monday, February 7, 2022 6:00 PM
CITY HALL, 154 SW OLD MISSION AVENUE, GREENVILLE, FL 32331

1. Call to Order: Mayor Brown called the meeting to order at 6:05 PM.
2. Roll Call by the Mayor: Mayor Brittni Brown, Vice Mayor Kathleen Hamilton, Councilmember Barbara Dansey, Councilmember Malone and Councilmember Carl Livingston were present.
ALSO PRESENT: Lee Jones, Town CEO/CFO
John Reid, Town Attorney
3. Invocation and Pledge of Allegiance: Invocation was followed by the pledge of allegiance.
4. Reading and Approval of the Agenda:
MOTION: Councilmember Hamilton moved to approve the agenda; second by Councilmember Dansey.

	<u>Yay</u>	<u>Nay</u>
Mayor Brown	X	
Councilmember Hamilton	X	
Councilmember Livingston	X	
Councilmember Dansey	X	
Councilmember Malone	X	

Motion passed unanimously.
5. Consideration of Council Member Absences: Councilmember Malone requested to be excused from Workshop held on January 24, 2022.
6. Public Comments: None.
7. Consent Agenda: January 2022 Regular and Special Session Meeting Minutes
MOTION: Councilmember Dansey moved to approve the consent agenda; second by Councilmember Livingston.

	<u>Yay</u>	<u>Nay</u>
Mayor Brown	X	
Councilmember Hamilton	X	
Councilmember Livingston	X	
Councilmember Dansey	X	
Councilmember Malone	X	

Motion passed unanimously.
8. Discussion/Action – Park Reservation Bounce House Request – Town Council
MOTION: Councilmember Hamilton moved to approve the consent agenda; second by Councilmember Malone.

	<u>Yay</u>	<u>Nay</u>
Mayor Brown	X	
Councilmember Hamilton	X	
Councilmember Livingston	X	
Councilmember Dansey	X	
Councilmember Malone	X	

Motion passed unanimously.
9. Discussion/Action – 1st Quarter 2021-22 Financial Reports - Town CEO/CFO Lee Jones
 - Town CEO/CFO Lee Jones summarized the financial reports for the 1st Quarter 2021-22 General Fund and Utility Fund.

- i. General Fund –Municipal Income \$86,884 against budgeted amount of \$103,524 with a variance of \$(16,640) which is a timing issue and this category is typically an estimate. Other municipal income is items such as mobile tower contract, etc. Total income is \$114,612 with a budget of \$132,712 which is a variance of (\$18,100). Operating expenses were \$147,353 with a budget of \$130,967 which is a variance of \$16,386. Fuel expenses have been at a higher rate than what was budgeted so will continue to watch for the 2nd Quarter. General Insurance is paid out in 1st Quarter for the entire year. Our total net surplus is (\$32,741) with a budget of \$1,745 which is a variance of (34,486).
- ii. Utility Fund – Enterprise Fund Income (utility services) is \$106,261 with a budget of \$111,538 for a variance of (\$5,277). Our shortfall in revenue is primarily in sanitation services. Operating expenses are \$104,849 with a budget of \$98,627 which is a variance of \$6,222. Total net is \$1,412 with a budget of \$12,911 which is a variance of (\$11,499).
- iii. ARPA Funds Update – Received half of the ARPA Funds of \$206,352 which \$40,000 was spent on the water tower, \$29,000 was spent on stimulus payments to utility customers and water/sewer equipment replacement was \$85,513 leaving a balance of \$51,839 as of 2/4/2022. However, there is \$51,000 in additional water/sewer equipment replacement.

10. Discussion/Action – *New Bill Payment Options for Utility Customers* - **Town CEO/CFO Lee Jones**

- Town CEO/CFO Lee Jones reported that Nexbillpay is a product that works directly with RVS Utility Software which will allow our residents to pay by phone, online, text and setup autopay. Residents will be able to review their account online. This service will allow the town to send out email/text communications to our residents. Implementation takes approximately 30 days from signing the agreement. Marketing material will be provided to us to send out to our residents. The total and only cost (one time charge) is \$995.00 for the integration with our RVS system and a \$300.00 optional charge for the online billing platform.

MOTION: Councilmember Malone moved to approve the purchase/implementation of this bill payment option; second by Councilmember Hamilton.

	<u>Yay</u>	<u>Nay</u>
Mayor Brown	X	
Councilmember Hamilton	X	
Councilmember Livingston	X	
Councilmember Dansey	X	
Councilmember Malone	X	

Motion passed unanimously.

11. Discussion/Action – *Utility Customer Sanitation Services* - **Town CEO/CFO Lee Jones**

- Town CEO/CFO Lee Jones requested that the council consider a transition to a once a week garbage pickup instead of the current twice a week garbage pickup. The second pickup drives fuel costs, staff time and landfill costs.

MOTION: Councilmember Hamilton moved to discuss the Sanitation Services recommendation; second by Councilmember Malone.

	<u>Yay</u>	<u>Nay</u>
Mayor Brown	X	
Councilmember Hamilton	X	
Councilmember Livingston	X	
Councilmember Dansey	X	
Councilmember Malone	X	

Motion passed unanimously.

- Councilman Malone recommended providing two trash bins to the customers. Councilmember Dansey has concerns with a once a week pickup not being frequent enough and how the holidays will affect the pickup. Mayor Brown reported that the trash bins cost to the town would be \$65.00 per bin.
- Mayor Brown proposed a consideration to use the next ARPA funds disbursement to purchase trash bins. Mayor Brown presented two options to increase the sanitation rates to pay increased rates in phases or leave rates as is and have a one trash pickup per week.

MOTION: No further motion was made.

12. Discussion/Action – *Town of Greenville Annexation - Town CEO/CFO Lee Jones*

- Town CEO/CFO Lee Jones presented an Annexation plan for the Town of Greenville so that the town can benefit from opportunities for economic development and other matters. The Town of Greenville owns 150 acres adjacent to the elementary school. There are currently new employers coming into Greenville, such as the Mattress Factory with 150 employees and another entity that is going to be breaking ground with 90 employees. Town CEO/CFO Lee Jones recommends annexation of the 150 acres into the town limits.

MOTION: Councilmember Malone moved to discuss the Town of Greenville Annexation; second by Councilmember Livingston.

	<u>Yay</u>	<u>Nay</u>
Mayor Brown	X	
Councilmember Hamilton	X	
Councilmember Livingston	X	
Councilmember Dansey	X	
Councilmember Malone	X	

Motion passed unanimously.

- Councilmember Malone requested the cost to annex the property to include the utility service infrastructure.
- Town CEO/CFO Lee Jones reported that Federal, State and Local Agencies are willing to support the development efforts for the Town of Greenville.
- Town CEO/CFO Lee Jones provided a detailed annexation plan report to the councilmembers and included in the meeting packet.

MOTION: Councilmember Malone moved to authorize the Town CEO to conduct a cost analysis for the Town of Greenville Annexation of the 150 acres; second by Councilmember Livingston.

	<u>Yay</u>	<u>Nay</u>
Mayor Brown		X
Councilmember Hamilton	X	
Councilmember Livingston	X	
Councilmember Dansey	X	
Councilmember Malone	X	

Motion passed 4-1.

13. Comments by Town CEO/CFO, Town Attorney and Town Council:

- Town CEO/CFO Lee Jones informed the council that he the Town of Greenville has been awarded \$660,000 for the Southside Funding Mitigation Project which will be used to design and construct a new culvert channel along US 221 and modifying two existing culverts on the south side to alleviate flooding.
- Town Attorney John Reid: None.
- Town Council rescheduled the February council meeting from February 14th to February 7th. Councilman Malone requested a maintenance report for next council meeting.

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14. Future Agenda Items Requests: None.

15. Informational Items: Mayor Brown request that mobile devices are silenced during the council meetings.

16. Adjournment:

MOTION: Councilmember Malone moved to adjourn; second by Councilmember Livingston

Meeting adjourned at 8:36 PM

Respectfully submitted,

Vicky Lawrence, Office Manager