MINUTES

GREENVILLE TOWN COUNCIL

Regular Session, Thursday, March 15, 2018, 6:00 PM

CITY HALL, 154 SW OLD MISSION AVENUE, GREENVILLE FL 32331

ALSO PRESENT: Edward Dean, Town Manager

John Reid, Town Attorney

Josie Tomayo, Town Attorney

Kimberly Reams, Town Clerk

Hakili Washington, Public Works, Fire Chief

1. Swear In newly Elected Council Members: Ms. Tomayo, Town Attorney swore in newly elected council members Bobby Burnett, Teresa Harville and Cynthia James.
2. Election of Mayor: Ms. James nominated Ms. Dansey for Mayor; second by Ms. Harville and Mr. Malone nominated himself; second by Mr. Burnett. Motion passed with a 3-2 vote in favor of Ms. Dansey.
3. Election of Vice Mayor: Ms. Dansey nominated Ms. Harville for Vice Mayor; second by Ms. James. Motion passed unanimously.
4. Call to Order

After prayer and the pledge, Mayor Dansey called the meeting to order at 6:10 p.m.

1. Roll Call: Council Member Bobby Burnett, Mayor Barbara Dansey, Vice Mayor Teresa Harville, Council Member Cynthia James and Council Member Calvin Malone were present.
2. Approval of Minutes:

MOTION: Mr. Malone moved to approve minutes from **Workshop Session, November 13, 2017**; second by Ms. Harville. Motion passed unanimously.

Yay Nay

Mr. Burnett X

Mayor Dansey X

Ms. Harville X

Ms. James X

Mr. Malone X

MOTION: Mr. Malone moved to approve minutes from **Regular Session, November 13, 2017**; second by Mr. Burnett. Motion passed unanimously.

Yay Nay

Mr. Burnett X

Mayor Dansey X

Ms. Harville X

Ms. James X

Mr. Malone X

MOTION: Ms. Harville moved to approve minutes from **Workshop Session, December 11, 2017**; second by Ms. James. Motion passed unanimously.

Yay Nay

Mr. Burnett X

Mayor Dansey X

Ms. Harville X

Ms. James X

Mr. Malone X

MOTION: Ms. James moved to approve minutes from **Regular Session, December 11, 2017;** second by Mr. Burnett. Motion passed unanimously.

Yay Nay

Mr. Burnett X

Mayor Dansey X

Ms. Harville X

Ms. James X

Mr. Malone X

MOTION: Ms. James moved to approve minutes from **Regular Session, January 8, 2018;** second by Ms. Harville. Motion passed unanimously.

Yay Nay

Mr. Burnett X

Mayor Dansey X

Ms. Harville X

Ms. James X

Mr. Malone X

1. Letter of Request (Yasmine Livingston) Use Bounce House in Park for Birthday Party: Ms. Reams stated that the letter was in council packets. Ms. Reams went on to say that in the rules for the park it didn’t address the issue of tents or bounce houses in the park and the former Town Manager had brought that back before the board and it was voted that folks had to get prior approval from the board. Ms. Reams stated that Ms. Livingston could not be at the meeting and she was making the request in her behalf. There was concern from the board that there could be a liability issue. Mr. Reid, Town Attorney stated that he had issued a memo to the board last week regarding bounce house and tent use in the park. He went on to state that the memo stated that this issue should be delegated to staff. Mr. Reid recommended a permitting process in that the people have proof of general liability insurance. Mr. Reid stated that he would work with the Town Manager to draft a permit. The following motion was made.

MOTION: Mr. Burnett moved to approve Ms. Livingston’s request to use a bounce house in the park on Sunday; second by Mr. Malone. Motion passed unanimously.

Yay Nay

Mr. Burnett X

Mayor Dansey X

Ms. Harville X

Ms. James X

Mr. Malone X

1. Discussion of Town Manager Contract: Mr. Malone stated that he wanted to revisit the contract and hours although he voted for it he was not in agreement with the amount. Ms. Harville asked if Mr. Malone thought that the Town Manager was not worthy of the raise in pay. Mr. Malone stated that he didn’t think so. Mr. Malone went on to say that yes he had gotten a grant but that did nothing for the bottom line. Ms. Harville went on to state that the Town Manager has gone after grants and the town had been granted some. Ms. Harville stated that Mr. Dean had worked to repair working relationships with county officials and that was a benefit. Ms. James asked Mr. Malone if he had voted for the raise in pay for the Town Manager. Mayor Dansey stated that Mr. Dean was making less than the previous Town Manager and she felt the last Town Manager left without showing any benefit to the Town. Mr. Burnett stated he felt there should be some job descriptions for Charter Officers. After further discussion no action was taken.
2. General and Miscellaneous Business:
3. **Citizen Participation:** Ms. Hinton stated that she just wanted to welcome the newly elected council members. Ms. Brown stated that she had a couple of questions. She went on to ask how the newly elected officials could approve the minutes, did they read the minutes, listen to recording. Ms. James stated that she had read the minutes. Mr. Burnett stated that he had not read the minutes. Ms. Harville stated that she had read the minutes. Ms. Brown stated that her next question is related to the Town Manager contract. Ms. Brown stated that the contract stated that he worked 20 hours per work she wanted to know if that would be addressed. Ms. Brown asked if council would consider taking up that issue. There was no other citizen participation.
4. **Town Manager:** Mr. Dean reported that the biggest item he had was that he is working with Mott MacDonald on the request for proposal on the lift station at the elementary school that he will bring before the board on April 9th for approval so that the Town can go out to bid on this project. Mr. Dean stated that on the following week he had a request going to the Department of Transportation for a SCOP grant to repave or surface 9 priority roads in the city. He said he hoped to receive word by the end of April. Mr. Dean stated that he had a meeting with Suwannee River District Management on Monday to discuss adding more citizens to the sewer system. He went on to say that this was something that came from the Greenville Day at the Capitol. Mr. Dean stated that he had talked with a web designer about updating the Town website and having the capability to take online payments for a nominal fee to the customer for the convenience. Mr. Dean stated that he would talk more about the Youth Build grant next month as well as something he is working on for the senior citizens.
5. **Public Works:** None
6. **Fire Department:** None
7. **Recreation Board:** None
8. **Grants Consultant:** None
9. **Town Attorney:** Mr. Reid congratulated the newly elected board members. Mr. Reid stated that he had a few issues to go over. He stated that a while back he had put forth some rules of procedure for the board to follow that had been sidetracked and he would like to see about getting those in place. Mr. Reid noted that more policies need to be put into place so there is less guess work. Mr. Reid went on to say there is a need for job descriptions for the Charter Officers. He stated that there was some discussion as to having a retreat for the board that would be a publicly noticed workshop. Mr. Reid went on to say that a four hour Ethics class was mandated by the State. Mr. Reid touched briefly on the Sunshine Law, Ethics Training, Public Records/Open Meetings and Financial Disclosures. Ms. Tomayo stated that emails and text messages are public records. Ms. Tomayo went on to say that if any board member had questions she or Mr. Reid would be available to answer those. Mr. Reid stated that this past September an attorney had attended a meeting and served a whistle blower complaint to the board. Mr. Reid stated that there is no procedure in place on how to deal with this. Mr. Reid went on to state that looking forward the Town needed to put something in place to address this issue. Mr. Reid stated that there are a lot of policy and procedures lacking and he looked forward to working to get these issues addressed.
10. **Town Clerk:** Ms. Reams welcomed the newly elected council members and told them she was available to answer any questions that they might have and looked forward to working with them.

Mayor Dansey stated that our County Commissioner, Ronnie Moore was in attendance. She asked Mr. Moore if he had anything to share. Mr. Moore stated that Greenville Day at the Legislature was great. He went on to state that the Sheriff had informed the Commissioners of a mandate by the Governor that all 7 schools in Madison County would require SRO officers.

Mayor Dansey adjourned the meeting at 7:00 PM.

Respectfully submitted,

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Kimberly M. Reams

Town Clerk