

MINUTES
GREENVILLE TOWN COUNCIL
Regular Session, Monday, May 10, 2021 6:00 PM Via Zoom
CITY HALL, 154 SW OLD MISSION AVENUE, GREENVILLE, FL 32331

1. Call to Order: Mayor Brown called the meeting to order at 6:06 PM.
2. Roll Call by the Clerk: Mayor Brittini Brown, Councilmember Brandi Tillman, Councilmember Barbara Dansey, Councilmember Kathleen Hamilton (late attendance), and Councilmember Bobby Burnett were present.

ALSO PRESENT: Lee Jones, Town CEO/CFO
 John Reid, Town Attorney
 Vicky Lawrence, Office Manager

3. Invocation and Pledge of Allegiance: Invocation was followed by the pledge of allegiance.
4. Reading and Approval of the Agenda: Councilmember Burnett requested Discussion/Action to Allow Members of the Public to Physically Attend Council Meetings to be added as Item 15 on Agenda. Councilmember Dansey requested Discussion/Action of Opening of the Community Center to be added as Item 16 on Agenda.

MOTION: Councilmember Burnett moved to approve the agenda; second by Councilmember Dansey.

	<u>Yay</u>	<u>Nay</u>
Mayor Brown	X	
Councilmember Tillman	X	
Councilmember Burnett	X	
Councilmember Hamilton	X	
Councilmember Dansey	X	

Motion passed unanimously.

5. Consideration of Council Member Absences: None.
6. Public Comments:
 - Dr. Patricia Hinton acknowledged by the Mayor. Dr. Hinton stated that she believes the Town Council is in direct violation of the Florida’s Executive Order 21-102 by prohibiting physical attendance to the meetings.
 - Mr. Anthony Paterno was acknowledged by the Mayor. Mr. Paterno commented about water quality issues. He requested financial information regarding grants, loans and how money is spent. He commented that he believes the Council is in violation of the executive order by not opening the meeting to the public for physical attendance.
 - Ms. Loretta Mugge was acknowledged by the Mayor. Ms. Mugge stated some concerns regarding the Evergreen Cemetery water turned off along with storage shed and tree maintenance.
7. Consent Agenda: April 2021 Regular Session Meeting Minutes

MOTION: Councilmember Tillman moved to approve the agenda; second by Councilmember Hamilton.

	<u>Yay</u>	<u>Nay</u>
Mayor Brown	X	
Councilmember Tillman	X	
Councilmember Burnett		X
Councilmember Hamilton	X	
Councilmember Dansey	X	
Motion passed 4-1.		

8. Staff Achievement – *Recognize Public Works Director Wayne Malone for completing Water Certification Classes* – Mayor Brown/CEO Lee Jones

- Mayor Brown and Town CEO/CFO Lee Jones recognized the accomplishments of the Public Works Director Wayne Malone for completing water certification classes.

9. Discussion/Action – *Resolution 2021-08 related to Road Project Line of Credit with Capital City Bank* – Town CEO/CFO Lee Jones

- Town CEO/CFO reported on the road projects that are funded by the Florida Department of Transportation (FDOT) grants which the town is required to pay upfront expenses then reimbursed monthly by the FDOT grant. The total cost of the road project is approximately \$762,000.00 and funded by the FDOT grant. Mr. Jones reported that this resolution is for a line of credit to pay for the road projects' incurred expenses until reimbursed by the grant.

MOTION: Councilmember Tillman moved to approve Resolution 2021-08; second by Councilmember Hamilton.

	<u>Yay</u>	<u>Nay</u>
Mayor Brown	X	
Councilmember Tillman	X	
Councilmember Burnett		X
Councilmember Hamilton	X	
Councilmember Dansey		X
Motion passed 3-2 after debate.		

10. Discussion/Action - *Resolution 2021-07 related to FRDAP Park Projects Short Term Bank Loan* – Town CEO/CFO Lee Jones

- Town CEO/CFO reported on the park projects to refurbish and upgrade the parks which are funded by the Florida Department of Environmental Protection grants. This grant is required for the expenses to be paid in total and closed out to be reimbursed by the grant. Mr. Jones reported that this resolution is for a line of credit to pay for the park projects' incurred expenses until reimbursed by the grant.

MOTION: Councilmember Tillman moved that Resolution No 2021-07 be approved; second by Councilmember Hamilton.

	<u>Yay</u>	<u>Nay</u>
Mayor Brown	X	
Councilmember Tillman	X	
Councilmember Burnett		X
Councilmember Hamilton	X	
Councilmember Dansey		X

Motion passed 3-2 after debate.

11. Discussion - *Park Use Liability and Waiver for the Town* – Town Attorney John Reid

- Town Attorney John Reid reported on the Park Use Liability and Waiver which was adopted on May 11, 2009 and will begin working on updating it.
- Mayor Brown recommended that the park policy and procedures be updated.
- Office Manager Vicky Lawrence reported that there currently seems to be no enforcement/action taken for violating park policy and procedures in the current ordinance and/or park policy and procedures.

12. Discussion/Action – *SECOND READING OF ORDINANCE NO. 2021-265 – Water, Sewer and Sanitation Billing Language* – Town Attorney John Reid

- Town Attorney John Reid reported that this is the second reading of Ordinance 2021-265 and went over the language changes made for this ordinance.

MOTION: Councilmember Tillman moved that Ordinance 2021-265 be approved; second by Councilmember Hamilton.

	<u>Yay</u>	<u>Nay</u>
Mayor Brown	X	
Councilmember Tillman	X	
Councilmember Burnett	X	
Councilmember Hamilton	X	
Councilmember Dansey	X	

Motion passed 5-0 unanimously.

13. Discussion/Action – *SECOND READING OF ORDINANCE NO. 2021-266 - Animal Enforcement, Citations, Impoundment, Fees, and Penalties* – Town Attorney John Reid

- Town Attorney John Reid reported that this is the second reading of Ordinance 2021-266 and summarized the purpose of this ordinance.

MOTION: Councilmember Tillman moved that Ordinance 2021-266 be approved; second by Councilmember Hamilton.

	<u>Yay</u>	<u>Nay</u>
Mayor Brown	X	
Councilmember Tillman	X	
Councilmember Burnett	X	
Councilmember Hamilton	X	

Councilmember Dansey X
Motion passed 5-0 unanimously.

14. Present - 2nd Quarter Financial Report – Town CEO/CFO Lee Jones

- Town CEO/CFO Lee Jones reported on the 2nd Quarter General Fund Financial Report as provided in the council meeting packet. Mr. Jones reported the reason for the under budget variance of (\$23,918) on the Other Municipal Income was due to not receiving the CARES money we anticipated. Mr. Jones reported that the General Fund came in with a net surplus of \$95,451 with a budget variance net surplus of \$148,798.
- Town CEO/CFO Lee Jones reported on the 2nd Quarter Utility Fund Financial Report as provided in the council meeting packet. Mr. Jones reported the reason for the under budget variance of (\$45,904) Total Revenues and Income was due to the projections of the number of new sewer customers for phase 1 was inaccurate and the other reason is of the new sewer customer that it was projected for them to begin services in October 2020 but it was several months later before they were added on to the sewer system. Mr. Jones reported that the Utility Fund came in with a net surplus of \$940 with a budget variance net surplus of \$3,799.

15. Discussion/Action – *Opening Council Meetings for Public to Physically Attend* – Councilmember Burnett

- Councilmember Burnett requested that a motion be made to open the council meeting to the public for in person attendance immediately pursuant to Florida’s Statute and the Governor’s Executive Order.

MOTION: Councilmember Burnett moved to Opening Council Meetings for Public to Physically Attend be approved; second by Councilmember Dansey.

	<u>Yay</u>	<u>Nay</u>
Mayor Brown		X
Councilmember Tillman		X
Councilmember Burnett	X	
Councilmember Hamilton		X
Councilmember Dansey	X	

Motion failed 2-3 after debate.

16. Discussion/Action – *Opening of Community Center* – Councilmember Dansey

- Councilmember Dansey commented that she wants to know the reason why the Community Center has not been opened yet as she is receiving inquiries from residents.
- Mayor Brown reported that the Community Center is not open due to the grant not being closed out yet because equipment is still to be purchased.

17. Comments by Town CEO/CFO, Town Attorney and Town Council

- No comments from Town Attorney John Reid.
- Comments from Town Council.

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- Councilmember Burnett requested when will the audit be completed and who is the auditor. Town CEO/CFO Lee Jones reported that the audit deadline is June 30th and the auditor is James Moore CPA and Consultants.
- No comments from Town CEO/CFO.

18. Future Agenda Items Requests: Park Policies, Personnel Policies, Clean Up Initiative

19. Informational Items: None

20. Adjournment

MOTION: Councilmember Hamilton moved to adjourn; second by Councilmember Tillman.

Meeting adjourned at 8:06 P.M.

Respectfully submitted,

Vicky Lawrence

Vicky Lawrence, Office Manager