

MINUTES
GREENVILLE TOWN COUNCIL
Regular Session, Monday, November 19, 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
Wayne Malone, Public Works Director

1. Call to Order
Mayor Dansey called the meeting to order at 6:08 p.m.
2. Roll Call: Council Member Bobby Burnett, Mayor Barbara Dansey, Vice Mayor Teresa Harville and Council Member Cynthia James were present. Mr. Malone was not present at roll call.
3. Invocation and Pledge of Allegiance: Mr. Burnett prayed the pledge followed.
4. Reading and Approval of Agenda:

MOTION: Mr. Burnette moved to adopt the agenda as proposed; second by Ms. James. Motion passed unanimously.

	<u>Yay</u>	<u>Nay</u>
Mr. Burnett	X	
Mayor Dansey	X	
Ms. Harville	X	
Ms. James	X	

5. Approval of Minutes:

MOTION: Mr. Burnett moved to amend minutes to change the date from September 12, 2018 to September 10, 2018; second by Ms. James. Motion passed unanimously.

	<u>Yay</u>	<u>Nay</u>
Mr. Burnett	X	
Mayor Dansey	X	
Ms. Harville	X	
Ms. James	X	

MOTION: Ms. Harville moved to approve minutes from **September 10, 2018 Regular Session**; second by Ms. James. Motion passed unanimously.

	<u>Yay</u>	<u>Nay</u>
Mr. Burnett	X	
Mayor Dansey	X	
Ms. Harville	X	
Ms. James	X	

MOTION: Mr. Burnett moved to approve minutes from **September 24, 2018 Special Session**; second by Ms. James. Motion passed unanimously.

	<u>Yay</u>	<u>Nay</u>
Mr. Burnett	X	
Mayor Dansey	X	
Ms. Harville	X	
Ms. James	X	

6. Consideration of Council Member Absences: None
7. Citizens Participation: Ms. Hinton stated that the Greenville Heritage Committee had applied for a grant with Madison County Tourist Development Council for printed materials and repairs to the front porch. Ms. Hinton stated that the grant would go before the county commission on December 19, 2019. Ms. Hinton commended the public works staff for promptly priming and painting some repairs that had been made to the Ray Charles House. Ms. Hinton went on to ask if something could be done to road at the entrance of Dollar General patching holes is not working. Ms. Hinton stated her concern and offense of having 2 assistant sergeant at arms carrying guns. Lisa Jordon, Director EMS stated that this was the first month of having fire/rescue in Greenville. MS. Jordon stated that they had some paramedics leave and they hired fire medics in their place. There were 19 fire calls and quite a few rescue calls. Ms. Jordan stated that we have 24/7 coverage since November 1. Chris Williams, County Fire Coordinator stated that he was doing training with our volunteers. He went on to state that he has moved his office to the Greenville department. He stated that they are very excited to be in Greenville. There was no other public comment. Mr. Reid, Town Attorney stated that Mr. Malone had stopped by to say he had an emergency call and would call in.
8. First Reading Ordinance 2018-246 (Flood): Mr. Dean, Town Manager stated that FEMA and the state of Florida had required certain changes/wording needed to be in the Ordinance. Mr. Dean read Ordinance 2018-246 by title. Mr. Reid, Town Attorney explained the technical aspects of the ordinance. A second reading will be scheduled at a later date for adoption.
9. Resolution 2018-14 (Rename portion of SW Overbrook Street to SW Poncho Street): Mr. Dean stated that this had been brought to his attention by Mr. Malone. Ms. Reams then explained that the county GIS Coordinator had come before council requesting that a portion of Overbrook be renamed for emergency services purposes. Ms. Reams went on to say that the council at the time had consulted with members of the Livingston family and had agreed on renaming that portion of the road Poncho Street. Ms. Reams stated that a Resolution stating that had to be adopted to move forward with the renaming. Ms. Reams stated that the residents on that portion of the road would have to be sent letters letting them know that a change was being made. Ms. Reams stated that the letter would allow those citizens affected to get new driver's license at no cost to them. Ms. Reams stated that new street signs would have to be ordered and everything had to be coordinated in a timely fashion. Mr. Reid, Town Attorney stated that Ms. Reams had provided him with all the minutes leading up to the renaming of the road and the council did vote and approve the name change. After brief discussion, the following motion was made.

MOTION: Ms. Harville moved to amend the third and fourth whereas clauses to May 9, 2016; second by Mr. Burnett. Motion passed unanimously.

	<u>Yay</u>	<u>Nay</u>
Mr. Burnett	X	
Mayor Dansey	X	
Ms. Harville	X	
Ms. James	X	

MOTION: Ms. James moved to adopt Resolution 2018-14 (Rename portion of SW Overbrook Street to SW Poncho Street); second by Mr. Burnett. Motion passed unanimously.

	<u>Yay</u>	<u>Nay</u>
Mr. Burnett	X	
Mayor Dansey	X	
Ms. Harville	X	
Ms. James	X	

10. Approve CDBG Administrative Services Contract (Andy Easton and Associates, Inc.): Mr. Dean stated that we had a CDBG site visit about 2 ½ weeks ago and the next step would be the environmental review. Mr. Dean stated that we had advertised for CDBG Administrative Services RFP and the only response was from Andy Easton and Associates, Inc. Mr. Dean stated that the environmental review would take up to six months. Mr. Dean stated that Mr. Easton would not be paid any funds until the contract had been approved by CDBG and the grant awarded. Mr. Reid stated that the contract did outline this fact. After some discussion the following motion was made.

MOTION: Mr. Burnett moved to approve the CDBG Administrative Services contract with Andy Easton and Associates, Inc.; second by Ms. Harville. Motion passed unanimously.

	<u>Yay</u>	<u>Nay</u>
Mr. Burnett	X	
Mayor Dansey	X	
Ms. Harville	X	
Ms. James	X	

11. Discuss and Approve Emergency Administrative Services for DEP SRF Loan WW400230: Mr. Dean, Town Manager stated that we had a great deal of construction going on at the school to place the new pump station. Mr. Dean stated that we are on track to finish the project by January 5, 2019. Mr. Dean went on to state that he had encountered that there is particular protocol on how the contractor payroll is done using the Davis Bacon Act. Mr. Dean went on to state that Mr. Easton had that expertise. Mr. Dean stated that we were already receiving invoices and need to procure administrative services to meet this requirement. Mr. Easton explained that the town had to make sure the contractor was paying according to this scale. Mr. Dean went on to explain that funds for administrative services would come from the DEP SRF loan funds. The following motion was made.

MOTION: Ms. Harville stated that the board finds that necessary emergency exists so as the contract is not put out to bid; second by Mr. Burnett. Motion passed unanimously.

	<u>Yay</u>	<u>Nay</u>
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Mr. Burnett X
Mayor Dansey X
Ms. Harville X
Ms. James X

MOTION: Mr. Burnett moved to approve emergency administrative services contract with Andy Easton and Associates, Inc.; second by Ms. James. Motion passed unanimously.

	<u>Yay</u>	<u>Nay</u>
Mr. Burnett	X	
Mayor Dansey	X	
Ms. Harville	X	
Ms. James	X	

12. Comments by Town Council, Town Attorney and Town Manager: Mr. Reid stated that we had an enormous conference call with MuniCode a few weeks ago and things are going very well. He stated that he felt this was a great idea. Mr. Reid stated that the second thing he wanted to bring up was that this past weekend he participated in the hand counts over in Madison. He went on to say he was the attorney for the canvassing board. He stated that Commissioner Ronnie Moore, Rick Baker and Judge Browning were there as well. He said the topic of discussion turned to Greenville and they were singing some praises. He said that they specifically singled out Mr. Dean for a job well done. Mr. Dean had no further comment. Ms. Reams stated that she was closing out the year. She stated that she was working on getting preliminary information to the auditors.
13. Future Agenda Item Requests: None.
14. Informational Items: Next meeting is scheduled for December 10th.

Ms. James moved to adjourn; second by Mr. Burnett

Meeting adjourned.

Respectfully submitted,

Kimberly M. Reams
Town Clerk