



# TOWN COUNCIL WORKSHOP MINUTES

**THURSDAY, APRIL 18, 2024 – 4:00 PM  
PIERSON TOWN HALL**

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**1. Call meeting to order**

Mayor Samuel G.S. Bennett called the meeting to order at 4:06 PM and asked Town Clerk Yvonne Braddock to take the roll call.

**2. Roll call**

PRESENT:

- Mayor Samuel G.S. Bennett
- Vice Mayor Robert Greenlund
- Councilmember Sergia Cardenas
- Councilmember Linnie Richardson
- Councilmember Brandy Peterson

Also present were Deputy Clerk Ryan Smith and Utility Clerk Marci Nichols.

**3. Invocation and pledge of allegiance**

Mayor Bennett gave the invocation, which was followed by the Pledge of Allegiance.

**4. NEW BUSINESS**

a. 4<sup>th</sup> of July Event

The Council discussed ordering food and items needed for this year's 4<sup>th</sup> of July event. Councilmember Linnie Richardson noted that two years ago the funnel cakes were smaller and each order required multiple cakes. Last year they ordered the same quantity as the year before but the size was much larger, leading to a large surplus.

Mayor Bennett stated that we should start ordering items as soon as possible because they tend to be out of stock closer to the holiday.

The Council discussed opening a Sam's Club account for the Town so that purchases could be made.

A list of supplies, food, and condiments was provided by the Clerk's office and the Council discussed quantities needed for the upcoming event, as well as additions and changes to the menu. Vice Mayor Greenlund asked the Clerks to base this year's pricing on the cost of the ingredients purchased.

47 The Council previously approved the purchase of a snow cone machine and a popcorn  
48 machine. The Mayor suggested looking into commercial-grade equipment which would last  
49 longer.

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51 b. Employees

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53 Councilmember Linnie Richardson asked the Town Clerk and Deputy Clerk about their job  
54 duties and how they are currently divided. Town Clerk Yvonne Braddock and Deputy Clerk  
55 Ryan Smith explained their various duties and explained that a lot of tasks are collaborative  
56 depending on the nature of the task.

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58 Councilmember Linnie Richardson stated that the Town was overdue for appointing an  
59 employee as DRA. Mayor Bennett suggested that the DRA be listed as an agenda item  
60 during a Regular Council Meeting for discussion. Vice Mayor Greenlund said that he was in  
61 strong opposition of having Code Enforcement. Councilmember Richardson agreed, stating  
62 that a DRA was not Code Enforcement.

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64 Councilmember Linnie Richardson said that she wanted an inventory of all Town  
65 equipment. She stated that all equipment needed to be serviced on a timely basis and she  
66 would like a maintenance schedule to be created. Councilmember Richardson suggested that  
67 Utility Clerk Marci Nichols could price parts and do ordering for Public Works, as well as  
68 keep a schedule for anything water-related such as health department inspections and  
69 notices.

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71 Councilmember Richardson suggested giving the Council time to review the Employee  
72 Handbook for discussion at a later workshop. The Council suggested the next workshop  
73 could focus on the Employee Handbook, discussion regarding the airport, and appointing a  
74 DRA.

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76 **5. ADJOURNED**

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78 **Hearing no further business, meeting adjourned at 5:20 PM.**

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80 Minutes prepared by:

Minutes approved by:

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Ryan Smith, Deputy Town Clerk

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Samuel G.S. Bennett, Mayor

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