



# TOWN COUNCIL REGULAR MEETING MINUTES

**TUESDAY, JANUARY 21, 2025 – 6:30 P.M.  
PIERSON TOWN CENTER**

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## 1. Call meeting to order

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9 Mayor Gray Leonhard called the meeting to order at 6:30 P.M. and asked Town Clerk  
10 Yvonne Braddock to take the roll call.

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## 2. Roll call

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### PRESENT:

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Mayor Gray Leonhard

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Vice Mayor Robert Greenlund

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Councilmember Jimmy Anderson

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Councilmember Linnie Richardson

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Councilmember Brandy Peterson

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Also present were Deputy Clerk Ryan Smith, Town Attorney Scott Simpson, Town Planner  
22 Mark Karet, and Volusia Sheriff's Office.

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## 3. Invocation and Pledge of Allegiance

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Councilmember Linnie Richardson gave the invocation, which was followed by the Pledge of  
27 Allegiance.

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## 4. APPROVAL OF MINUTES – Mayor Gray Leonhard

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31

a. Regular Meeting January 14, 2025

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b. Emergency Meeting January 14, 2025

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Mayor Leonhard read the titles and asked if there were any additions and/or deletions, if not  
35 he would entertain a motion for approval.

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**Vice Mayor Robert Greenlund made the motion to approve the above listed minutes as  
38 written; seconded by Councilmember Linnie Richardson. All agreed; motion carries.**

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## 5. NEW BUSINESS

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a. Legal Services Agreement with Scott E. Simpson, P.A. discussion and action –  
43 Town Clerk Yvonne Braddock

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45

Mayor Leonhard asked if the Council had any questions regarding the Legal Services  
46 Agreement with Scott E. Simpson, P.A. Councilmember Linnie Richardson read a section in

47 the contract pertaining to conflicts and asked for clarification. Mr. Simpson stated that in the  
48 event he could not represent the Town due to a legal conflict, he would find an attorney to  
49 represent the Town.

50

51 Vice Mayor Robert Greenlund asked if Mr. Simpson was willing to represent the Town as its  
52 permanent attorney. Mr. Simpson said he would like to represent the Town on a permanent  
53 basis but the Council would determine this.

54

55 **Vice Mayor Robert Greenlund made the motion to retain Scott E. Simpson, P.A. as the**  
56 **Town Attorney; seconded by Councilmember Jimmy Anderson. Motion carries on a**  
57 **roll call vote 5-0.**

58

59 Mr. Simpson joined the Council on the stage for the remainder of the meeting.

60

61 b. Town of Pierson Fiscal Year 2024 audit results by Weston & Gregory – Jim  
62 Ashby, Weston & Gregory

63

64 Mr. Ashby presented the financial audit for the Town of Pierson for Fiscal Year 2024. Mr.  
65 Ashby highlighted key financial statements in the report for the Council.

66

67 Mr. Ashby noted that the ARPA grant funds were exhausted in 2024 which had been used to  
68 pay for the Volusia Sheriff's contract.

69

70 Mr. Ashby said the Town should try to retain its reserves and that most municipalities keep at  
71 least 12 months of funds in reserves. The Town had increases in revenue in 2024 which were  
72 mostly due to grant funds and the sale of the bank building at 106 N. Center Street. Mr. Ashby  
73 noted that the General Fund would have lost approximately \$115,000.00 without the sale of  
74 the building and the grant revenues. Mr. Ashby said the Town needed to try and stay close to  
75 the budget for Fiscal Year 2025.

76

77 Mr. Ashby said there were very few adjustments to the books and the Town received an  
78 unmodified audit opinion. He noted that the financial condition of the Town had improved  
79 and overall everything looked good.

80

81 Vice Mayor Greenlund asked if the State was requiring twelve months of reserves. Mr. Ashby  
82 said the State requires a financial assessment in the annual audit report and the reserve funds  
83 were one of the factors.

84

85 Deputy Clerk Ryan Smith asked Mr. Ashby if the Town should be focused on more revenue  
86 for 2025. Mr. Ashby confirmed.

87

88 **Vice Mayor Robert Greenlund made the motion to accept the audit results by Weston &**  
89 **Gregory as presented by Jim Ashby; seconded by Councilmember Linnie Richardson.**  
90 **Motion carries on a roll call vote 5-0.**

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92 c. Security cameras and monitoring at wells and water tower – Deputy Clerk Ryan  
93 Smith

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Mr. Smith explained to Council that cameras had been installed in prior years at the water tower and well site, but the cameras did not have internet for remotely monitoring the footage. Mr. Smith noted that the cameras at the water tower also did not have power and that he had contacted an electrician.

Mr. Smith presented a quote in the amount of \$1,692.50 for two wireless antennas with Verizon wireless internet cards to wirelessly connect the security cameras to the internet.

Mr. Smith said WebWatchdogs of Palm Coast who originally installed the security cameras had visited and checked to make sure the equipment was still functioning.

Councilmember Linnie Richardson said the Town had an obligation to the residents of the Town to protect the public water system.

**Councilmember Jimmy Anderson made the motion to approve the quote from AWDS in the amount of \$1,692.50 for two wireless antennas; seconded Councilmember Linnie Richardson. Motion carries on a roll call vote 5-0.**

d. Landscaping rock at Pierson Town Center – Mayor Gray Leonhard

Mayor Leonhard said the conversation about landscape rock for the Town Center had come up before but no action had been taken on it. Vice Mayor Greenlund said he thought it had been approved to purchase the rock from Tri-Town Ace Hardware. Town Clerk Yvonne Braddock said Ace Hardware was out of the small white pebbles that had been approved, but that the river rock was a different product with a different price. Mayor Leonhard obtained a price on river rock from Stone Plus in Palm Coast. Deputy Clerk Ryan Smith obtained a similar quote from West Volusia Shed in early 2024.

**Vice Mayor Robert Greenlund made the motion to approve the quote from Stone Plus in Palm Coast in the amount of \$2,199.93; seconded by Councilmember Brandy Peterson. All agreed; motion carries.**

e. Status update on Hagstrom Road drainage canal easement – Linnie R. Richardson – Councilwoman

Councilmember Richardson spoke about the drainage issue on Hagstrom Road and said that the Town had obtained a draft easement from Efird Surveying. Councilmember Richardson said she did not agree with the proposed easement as drawn.

Councilmember Richardson asked Town Planner Mark Karet if someone at Zev Cohen could review the proposed easement before it was finalized. Mr. Karet said a drainage expert had looked at the draft and agreed that it needed adjustments. Mr. Karet said Zev Cohen would make alterations to the file from Efird Surveying and return it with notes on what needed to be adjusted.

140 The Council discussed the location of the proposed drainage canal easement while reviewing  
141 the provided drawings with Mr. Karet.

142

143 Vice Mayor Greenlund said he felt the road should be raised and a large culvert should be  
144 installed under it. Mr. Karet said this was the ultimate goal, but that water still needed to be  
145 drained away from the road.

146

147 **Councilmember Linnie Richardson made the motion for Zev Cohen to proceed with**  
148 **completing adjustments to the draft easement from Efird Surveying; seconded by**  
149 **Councilmember Brandy Peterson. All agreed; motion carries.**

150

151 f. Audio equipment for Town Center auditorium – Deputy Clerk Ryan Smith

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153 Mr. Smith presented two quotes to install audio equipment in the auditorium after multiple  
154 audience members noted that they could not hear speakers during meetings.

155

156 **Vice Mayor Robert Greenlund made the motion to approve the quote from Daytona**  
157 **Sound Lighting Solutions in the amount of \$1,322.57; seconded by Councilmember**  
158 **Jimmy Anderson. All agreed; motion carries.**

159

160 g. Building permit fee increase with Universal Engineering – Town Clerk Yvonne  
161 Braddock

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163 Town Clerk Yvonne Braddock said the Clerk’s office had a meeting with Mike Navarra at  
164 Universal Engineering regarding increasing permit fees. The Town took in less income on  
165 permit fees than it spent on permitting and engineering services in 2024. Mr. Navarra said a  
166 twenty percent increase on permit fees would likely help the Town break even. The inspection  
167 fees would be included into the cost of the permit.

168

169 Deputy Clerk Ryan Smith said the Town’s permit fees were based on the Volusia County  
170 rates, but explained that Volusia County makes a bulk of its permit fee income in new  
171 construction which allows the County to keep other permit fees low. Mr. Smith said that  
172 Pierson did not have many new construction permits.

173

174 Resident Paul Martel suggested increasing the fees five percent more than the proposed  
175 twenty percent so that the Town could make a profit rather than breaking even.

176

177 Town Planner Mark Karet said there were restrictions on how permit fees were used. Town  
178 Attorney Scott Simpson said the State regulated permitting fees and that municipalities cannot  
179 make a profit on the fees. Mr. Simpson noted legal issues in the City of Daytona Beach which  
180 was sued by a developer due to the misuse of permit fees.

181

182 Mr. Simpson suggested that the Town could also charge residents for the reimbursement of  
183 outside consultant fees when permit and development reviews require attorney, planner,  
184 and/or engineering input.

185

186 **Councilmember Linnie Richardson made the motion to draft a Resolution for increased**  
187 **permit fees; seconded by Vice Mayor Robert Greenlund. All agreed; motion carries.**  
188

189 **Vice Mayor Robert Greenlund made the motion to add an emergency agenda item**  
190 **regarding issues at the water wells after a lightning strike; seconded by Councilmember**  
191 **Linnie Richardson. All agreed; motion carries.**  
192

193 Mayor Leonhard explained that a lightning strike occurred at the original well site on Sunday,  
194 January 19, 2025, which damaged one of the pumps and shut down a well. Mayor Leonhard  
195 said the Town responded to the issue immediately after it was discovered. Mayor Leonhard  
196 said the single operating well was not powerful enough to fill the water tower while  
197 simultaneously supplying the Town with water. Mayor Leonhard said the Town was working  
198 to resolve the problem.  
199

200 Resident Mary Kay Hansen asked if the Town was still required to boil water. Town Clerk  
201 Yvonne Braddock said the boil water notice would continue until sampling cleared.  
202

203 Resident Rick Davis said the water tower needed to be properly monitored at all times. Mr.  
204 Davis said the tower should be full for situations like this. Mayor Leonhard said there were  
205 discussions to place a float valve in the tank to monitor the water level.  
206

207 Resident Sue Elliott asked if there was any kind of lightning arrester system at the wells. She  
208 asked if the Town would consider adding such a system due to other issues with lightning  
209 issues. Town Planner Mark Karet suggested asking the water operator CWS for  
210 recommendations.  
211

212 **Vice Mayor Robert Greenlund made the motion to approve a quote from James Evans**  
213 **Well Drilling in the amount of \$22,771.00 for a new pump at the damaged well;**  
214 **seconded by Councilmember Linnie Richardson. Motion carries on a roll call vote 5-0.**  
215

216 Town Clerk Yvonne Braddock stated that an insurance claim had been filed for the damaged  
217 well.  
218

219 h. Updates by Mayor Gray Leonhard  
220

221 Mayor Leonhard said he did not have any updates at this time.  
222

223 (Mayor Leonhard asked other Councilmembers if they had any updates during this agenda  
224 item, rather than during agenda item #7 – Other Business)  
225

226 Vice Mayor Greenlund noted that a loose dog was being a nuisance on County Road 3 and  
227 asked the Clerk's office to contact Volusia County Animal Control to address the issue. Vice  
228 Mayor Greenlund said resident Lamar Dixon had been approached by children in the area  
229 who were afraid to walk home due to the dog being loose.  
230

231 i. Updates on Town Projects from Town Attorney Scott Simpson  
232

233 Town Attorney Scott Simpson did not have updates at this time.

234

235 j. Updates on Town Projects from Town Planner Mark Karet

236

237 Mr. Karet said one of the initial water tests at the new water plant failed due to high iron and a  
238 new sample had been taken on Monday to hopefully correct the issue.

239

## 240 6. OLD BUSINESS

241

242 a. 5K race in Pierson (tabled 1/14/2025) – Juana Solis and Crystal McNally

243

244 Resident Juana Solis spoke to Council regarding a 5K race to raise money for a Universal  
245 Studios field trip for Pierson Elementary School fifth graders. Ms. Solis scheduled the 5K  
246 race for March 15, 2025 and noted that it would take place the same day as the Pierson Vendor  
247 Market, which would hopefully increase traffic to the market.

248

249 Ms. Solis said they would use the sidewalk for the 5K. She said participants would start at  
250 Chipper Jones Park, follow the sidewalk north to the elementary school, and then return to the  
251 park.

252

253 Town Attorney Scott Simpson asked if this was a Town-sponsored event. The Council said it  
254 was not. Mr. Simpson asked if the Town had a special event permit; Councilmember  
255 Richardson confirmed that it did. Mr. Simpson said a special event permit would probably be  
256 the best approach.

257

258 Mr. Simpson asked if the Clerk's office had a special event permit application, and suggested  
259 Ms. Solis could begin the process by filling out the application. Mr. Simpson said the Council  
260 could authorize the staff to waive any fees associated with the special event permit.

261

262 Councilmember Brandy Peterson asked what would be required of the applicant in regards to  
263 law enforcement or road crossings. Mr. Simpson said the application would typically be  
264 reviewed by Town staff and the Sheriff's office to determine requirements for sanitation,  
265 parking, and road crossings.

266

267 **Vice Mayor Robert Greenlund made the motion to waive the special event permit fee**  
268 **for Juana Solis' 5K race application; seconded by Councilmember Brandy Peterson. All**  
269 **agreed; motion carries.**

270

271 b. Flag pole replacement and sign removal at Town Center (tabled 12/10/2024) –  
272 Mayor Gray Leonhard

273

274 Mayor Leonhard stated that the flag pole at the Town Center was in poor shape. Mayor  
275 Leonhard presented a quote for a 25-foot commercial grade aluminum flag pole. Vice Mayor  
276 Robert Greenlund agreed that the Town needed a new flag pole but felt the price was too high.

277

278 The Council discussed the current flag pole which is leaning.

279

280 **Vice Mayor Robert Greenlund made the motion to purchase a new 25-foot aluminum**  
281 **flag pole for \$2,084.00 which includes shipping; seconded by Councilmember Jimmy**  
282 **Anderson. All agreed; motion carries.**

283

284 c. Vacating 5<sup>th</sup> Avenue (tabled 1/14/2025) – Linnie R. Richardson –  
285 Councilwoman

286

287 Councilmember Richardson said this item was tabled because no attorney was present at the  
288 previous meeting. Councilmember Richardson explained the issue with a culvert washout on  
289 5<sup>th</sup> Avenue to Town Attorney Scott Simpson. Councilmember Richardson said FDOT  
290 maintained a drainage ditch through a pasture which flowed through the culvert. FDOT  
291 claimed that it was not responsible for the maintenance of the culvert. Councilmember  
292 Richardson said the former attorney suggested vacating and abandoning 5<sup>th</sup> Avenue. Mr.  
293 Simpson confirmed this could be done.

294

295 Mr. Simpson asked how the Town knew it was a public road. The Council stated that the road  
296 was platted. Mr. Simpson said the Town could not control the ownership of the road once it  
297 was vacated. Mr. Simpson said vacating the road could be done by Resolution or Ordinance.

298

299 Mr. Simpson said a legal description would be required. Vice Mayor Robert Greenlund said  
300 he would not want to pay for a survey. Town Planner Mark Karet said a landowner would  
301 typically approach the Town and ask for a road to be vacated, and the survey and/or legal  
302 description would be that owner's responsibility. Mr. Simpson said he would work with Mr.  
303 Karet to review the plat and determine if a simpler form of a legal description could be created  
304 for the purpose of vacating the road.

305

306 Mayor Leonhard reiterated that he felt the culvert was the responsibility of FDOT due to the  
307 State-maintained ditch directing water through the culvert.

308

309 **Councilmember Linnie Richardson made the motion to instruct Town Attorney Scott**  
310 **Simpson and Town Planner Mark Karet to draft an inexpensive legal description to**  
311 **vacate 5<sup>th</sup> Avenue; seconded by Councilmember Brandy Peterson. All agreed; motion**  
312 **carries.**

313

314 d. Disposal of tires at new burn pile site (tabled 1/14/2025) – Mayor Gray  
315 Leonhard

316

317 Mayor Leonhard said he would like to see the Town move forward with disposing of the old  
318 tires. Mayor Leonhard said the tires could be disposed of at the transfer station on Highway 44  
319 in Deland.

320

321 Deputy Clerk Ryan Smith said he spoke with Public Works and they agreed that the tires  
322 could be hauled in the Town's dump truck to the transfer station. The disposal would be  
323 charged by the ton.

324

325 **Vice Mayor Robert Greenlund made the motion for Public Works to load the tires and**  
326 **haul them to the transfer station for disposal at a rate of \$172.00 per ton; seconded by**

327 **Councilmember Jimmy Anderson. All agreed; motion carries.**

328

329 e. Stump grinding on 2<sup>nd</sup> Avenue and Nixon Park (tabled 1/14/2025) – Mayor  
330 Gray Leonhard

331

332 Councilmember Jimmy Anderson said there were nine stumps at Nixon Park. Vice Mayor  
333 Robert Greenlund said only three were inside the park, and questioned why the other six were  
334 not the responsibility of the County. Vice Mayor Greenlund felt the trees were in the  
335 right-of-way of County Road 3.

336

337 Councilmember Jimmy Anderson said the stumps were left after the trees were removed from  
338 the aftermath of Hurricane Milton.

339

340 The Council discussed the stump on 2<sup>nd</sup> Avenue.

341

342 **Vice Mayor Robert Greenlund made the motion to table this item until it could be**  
343 **determined who was responsible for the stumps at Nixon Park; seconded by**  
344 **Councilmember Linnie Richardson. All agreed; motion carries.**

345

346 Mayor Gray Leonhard said a quote needed to be obtained for the single stump on 2<sup>nd</sup> Avenue.

347

348 f. Purchase of pole saw for Public Works (tabled 1/14/2025) – Jimmy Anderson  
349 – Councilman

350

351 Councilmember Anderson obtained a quote from Central Florida Fern Co-op for a pole saw in  
352 the amount of \$503.99. Vice Mayor Greenlund noted that the pole saw in question extends to  
353 17 feet in length.

354

355 **Vice Mayor Robert Greenlund made the motion to approve the purchase of a pole saw**  
356 **from Central Florida Fern Co-op in the amount of \$503.99; seconded by**  
357 **Councilmember Brandy Peterson. All agreed; motion carries.**

358

359 Councilmember Linnie Richardson asked if Public Works had a pole saw. Public Works  
360 foreman Louis Longo said the current pole saw had been brought in for repair multiple times  
361 but it continued to stop working after minimal use.

362

363 g. Surety Bank CD renewal (tabled 1/14/2025) – Deputy Clerk Ryan Smith

364

365 Mr. Smith noted that one of the Town's 6-month CDs was up for renewal on January 24, 2025  
366 and Surety Bank was offering a new 6-month CD at a rate of 2.5%.

367

368 **Councilmember Linnie Richardson made the motion to renew a 6-month CD with**  
369 **Surety Bank at a rate of 2.5%; seconded by Vice Mayor Robert Greenlund. All agreed;**  
370 **motion carries.**

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372 h. Installation of additional electrical outlets on Town Center exterior (tabled  
373 1/14/2025) – Mayor Gray Leonhard



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Mayor Leonhard said he would like to remove this item from the agenda.

**Vice Mayor Robert Greenlund made the motion to remove this item from the agenda; seconded by Councilmember Linnie Richardson. All agreed; motion carries.**

- i. Removal of old Public Works equipment (tabled 1/14/2025) – Jimmy Anderson – Councilman

Mayor Leonhard asked the Town Attorney for the process of disposing of old equipment. Mr. Simpson said it would depend on the value of the items. Mr. Simpson said items of value could be auctioned or the Town could accept public bids. Vice Mayor Greenlund asked why items couldn't simply be scrapped; Mr. Simpson said they could be.

Councilmember Jimmy Anderson discussed several pieces of equipment that are not being used.

Councilmember Linnie Richardson asked for an inventory of items. Mr. Simpson said he would like to review Pierson's purchasing ordinance, and noted that the first step would be to pass a Resolution declaring a surplus.

Mayor Leonhard asked Louis Longo to prepare a list of surplus and non-functioning equipment.

## **7. OTHER BUSINESS (Council and Staff Reports)**

There was no other business.

## **8. GOOD AND WELFARE (Public Participation)**

Resident Mary Kay Hansen asked the status of the airport manager. Vice Mayor Greenlund said he spoke to Olin Cannon, the volunteer airport manager, and Mr. Cannon stated that he did not mind continuing to manage the airport as long as he was notified when airport items went on the agenda. Deputy Clerk Ryan Smith said he had received an e-mail from Mr. Cannon stating that he needed to change the airport contact with the FAA because he was not managing the airport. Mayor Leonhard said Mr. Cannon had filed NOTAMs with FAA as a favor to the Town, but stated that Mr. Cannon was no longer the airport manager.

Resident Sue Elliott asked for the status of the washout on Washington Avenue near the high school. Mayor Leonhard said it was currently under review by FEMA. Mayor Leonhard said he still felt the culvert was the responsibility of the Volusia County School Board. Mayor Leonhard asked if Todd Bush of Zev Cohen had made any progress with the school. Deputy Clerk Ryan Smith said that Mr. Bush was inquiring about a price to sleeve the culvert and prevent further collapse. Town Planner Mark Karet said a discussion with the School Board is to be continued after the FEMA review.

## **9. PIERSON EVENTS**

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- Pierson Saddle Club #4 Buckle Series Poles & Barrel – Saturday, February 1, 2025 @ 10:30 A.M.
- Pierson Vendor Market – Saturday, February 15, 2025 @ 9:00 A.M. – 2:00 P.M.

**10. ADJOURNED**

**Hearing no further business, meeting adjourned at 8:52 P.M.**

Minutes prepared by:

Minutes approved by:

\_\_\_\_\_  
Ryan Smith, Deputy Town Clerk

\_\_\_\_\_  
Gray Leonhard, Mayor