



TOWN COUNCIL MEETING MINUTES

**TUESDAY, DECEMBER 2, 2025 – 6:30 P.M.
PIERSON TOWN CENTER**

1. Call meeting to order

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

2. Roll call

PRESENT:

Mayor Gray Leonhard
Councilmember Jimmy Anderson
Councilmember Linnie Richardson
Councilmember Brandy Peterson

Vice Mayor Robert Greenlund was excused. Deputy Clerk Ryan Smith and the Volusia County Sheriff were also in attendance.

3. Invocation and Pledge of Allegiance

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

4. APPROVAL OF MINUTES – Mayor Gray Leonhard

a. <u>Regular Meeting</u>	November 18, 2025
b. <u>Workshop Meeting</u>	November 13, 2025

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

Council Member Linnie Richardson made a motion to approve the above listed minutes as written; seconded by Council Member Brandy Peterson. All agreed, motion carries.

5. NEW BUSINESS

- a. Christmas Celebration Council Member Brandy Peterson

Council Member Brandy Peterson started off with the door decorating costume and doors need to be decorated during working hours if you need door to be opened. The Methodist church will start off singing then First Baptist then the Pierson Elementary School choir will sing. Thursday

from 1PM – 4 PM will be the first day to start decorating so if you can come help, please do. The concrete people will be here Thursday. Resident Heather asked if she could volunteer after work because of school hours but could possibly make it next Wednesday.

b. Employee Christmas Bonus – Mayor Gray Leonhard

Mayor Gray Leonhard opened with I will leave this open to discuss and Council Member Brandy Peterson stated it should be straight across the board for everyone. Discussion ensued. Utility Clerk Marci Nichols stated she and Dustin received 300.00, Chris got 500.00 and Yvonne, Ryan and Louis received 600.00. Mayor Gray Leonhard said Well if we average them out it should be around 483.33.

Mayor Gray Leonhard asked the audience if they had anything that they wanted to say. Mayor Gray Leonhard said he would entertain a motion.

Council Member Linnie Richardson made a motion to approve the average of everyone's Christmas bonus last year and that will be bonus for all 6 employees this year as written; seconded by Council Member Brandy Peterson. All agreed, motion carries.

c. 430B Roberts Road – Mayor Gray Leonhard

Mayor Leonhard stated that the meter had been removed and residents are aware. The meter was put in for their business and when they found out the cost, they wanted it to be changed to a residential meter because they wanted to use the building for her son. Mayor Leonhard stated that they would have to follow protocol for ADU and get proper permits. They also had a leak and public works fixed it, but it created a high bill. Per our water policy the Town will pay 50% of the bill leaving the owner with the remainder. Council Member Linnie Richardson asked Town attorney Scott Simpson if this is a liability. Town Attorney Scott Simpson said, "It's historically you would follow what you have done before. Town Foreman Louis Longo stated meter has been broke 3 to 4 times on resident side because how hose was set up.

Council Member Linnie Richardson made a motion to forgive balance for 430B Roberts Road; seconded by Council Member Brandy Peterson. All agreed, motion carries.

Council Member Jimmy Anderson states we shouldn't give their deposit back, Town Attorney Scott Simpson states we should apply deposit to the outstanding bill for monthly charges prior to the leak.

Council Member Linnie Richardson amended motion to state applying deposit to bill and forgiving the rest of the bill; seconded by Council Member Jimmy Anderson. All agreed, motion carries.

d. Resolution 2025-19 Intent to use Uniform Collecting Non-Ad Valorem Assessments for Solid Waste – Deputy Clerk Ryan Smith

Town Attorney Scott Simpson read the resolution to council and audience. Resident Kelly Green asked if this was for wastewater, no trash service being placed as an ad valorem tax on tax bill.

Town Attorney Scott Simpson states we must adopt a resolution to add to the tax bill. Mayor Gray Leonhard states this way we could get a better trash company, but they are going to want all of Pierson city limits. Resident Roxanne Price asked what if you don't get a tax bill. Town Attorney responded that you would get a bill just for the assessment.

Mayor Gray Leonhard asked the audience if they had anything that they wanted to say. Mayor Gray Leonhard said he would entertain a motion.

Council Member Linnie Richardson made a motion to approve resolution 202-19; seconded by Council Member Brandy Peterson. All agreed, motion carries.

e. Recommendations from Accountant - Council Member Linnie Richardson

We discussed our cash handling policy and received recommendations about having a drawer for general funds and a drawer for water funds. Jim and I discussed strengthening internal control and separating funds. He also recommended a handwritten receipt for anyone who pays with cash, so we have a copy of payment. Council Member Linnie Richardson stated we have 2 cash drawers and reconcile drawers daily. If we do this it will be easier to find a missed payment or unapplied payment and then do your daily report also make sure drawer is secured at end of work shift. Standard operating procedures. Cash drawers should have a balance of \$500.00 dollars and if they have a discrepancy the mayor should be notified.

Mayor Gray Leonhard asked the audience if they had anything that they wanted to say. Mayor Gray Leonhard said he would entertain a motion.

Council Member Brandy Peterson made a motion to approve standards of operation with water fund and general fund; seconded by Council Member Linnie Richardson. All agreed, motion carries.

f. Updating water policy Discussion – Deputy Clerk Ryan Smith

This is an update to water policy ordinance, we have 15- 16,000 dollars that are not being paid because residents are required that live in town limits to have water Availability hook up. We need a solution. Discuss at workshop 12/16/2025.

6. OTHER BUSINESS (Mayor, Council, and Staff Reports)

Mayor Gray Leonhard discussed water main break on Western, and he hopes everyone comes out to the Christmas Celebration. Council member Linnie Richardson said ATT tower was working

but now it's not and I will have to call again. Council Member Brandy Peterson stated County will be working on ditches during Christmas break and culvert on East Washington Ave. Town Attorney discussion about affordable housing and how it must be adopted yearly. Town Planner Mark Karet will be here Thursday.

7. GOOD AND WELFARE (Public Participation)

Mary Kay Hansen gave update on pickle ball court, weather permitting it to get painted.

Roxanne Price discusses more the cleaning of ditches on Washington I need you to be more specific like East Washington Ave. I didn't want to bring this up but my culvert is failing, sides of dirt are sliding down. I think it will fall down, and I don't go down there because of snakes and alligators. Discussion ensued about easement or right of way. Mayor Gray Leonhard stated he will have Volusia County check it out. Roxanne requested that she be notified when they come to visit and discussion ensued about, we do not need to notify her when we are on the right of way. Mayor Gray Leonhard told her if we go on her property, we will notify her.

Mayor Gray Leonhard went over events in town and with no further business meeting adjourned at 7:39 PM.

Minutes prepared by:

Yvonne Braddock, Town Clerk

Minutes approved by:

Gray Leonhard, Mayor