

HILLIARD TOWN COUNCIL MEETING

Hilliard Town Hall / Council Chambers
15859 West County Road 108
Post Office Box 249
Hilliard, FL 32046

TOWN COUNCIL MEMBERS

Floyd L. Vanzant, Mayor
John P. Beasley, Council President
Kenny Sims, Council Pro Tem
Lee Pickett, Councilman
Jared Wollitz, Councilman
Callie Kay Bishop, Councilwoman

ADMINISTRATIVE STAFF

Lisa Purvis, Town Clerk
Richie Rowe, Public Works Director
Gabe Whittenburg, Parks & Rec Director

TOWN ATTORNEY

Christian Waugh

AGENDA

THURSDAY, JANUARY 05, 2023, 7:00 PM

NOTICE TO PUBLIC

Anyone wishing to address the Town Council regarding any item on this agenda is requested to complete an agenda item sheet in advance and give it to the Town Clerk. The sheets are located next to the printed agendas in the back of the Council Chambers. Speakers are respectfully requested to limit their comments to three (3) minutes. A speaker's time may not be allocated to others.

PLEDGE OF CIVILITY

WE WILL BE RESPECTFUL OF ONE ANOTHER
EVEN WHEN WE DISAGREE.
WE WILL DIRECT ALL COMMENTS TO THE ISSUES.
WE WILL AVOID PERSONAL ATTACKS.
"Politeness costs so little." – ABRAHAM LINCOLN

CALL TO ORDER

PRAYER & PLEDGE OF ALLEGIANCE

ROLL CALL

MAYOR To call on members of the audience wishing to address the Council on matters not on the Agenda.

REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

ITEM-2 Town Clerk to administer the Oath of Office for the New Mayor, John Beasley, and New Town Council Members, Dallis Hunter and Joe Michaels.
Lisa Purvis, MMC - Town Clerk

ITEM-3 Town Council to appoint the Town Council President and Town Council Pro Tem for the 2023 Calendar Year for the Organization of Office.
Lisa Purvis, MMC - Town Clerk

ITEM-4 Town Council to appoint the Town Council Department Commissioners for the 2023 Calendar Year for the Organization of Departments.
Lisa Purvis, MMC - Town Clerk

- ITEM-5** Resolution No. 2023-01 - Town of Hilliard 2023 Holidays
 A Resolution of the Town Council of the Town of Hilliard, Florida, a Municipal Corporation; adopting recognized holiday dates for the Town of Hilliard; at its first meeting of the Town Council held in January; as outlined in the Personnel Policy Manual; as it relates to Holidays under the employee benefit programs section; and providing for an effective date.
Mayor Beasley
- Town Council to adopt Resolution No. 2023-01 approving the Town of Hilliard 2023 Holidays as outlined in the Personnel Policy Manual.
Lisa Purvis, MMC - Town Clerk
- ITEM-6** Resolution No. 2023-02 - MLK Walk January 16, 2023
 A Resolution authorizing the permitting of a Martin Luther King Jr. walk for the concerned citizens of Hilliard, Florida; on both Local and County Roads, which includes County Road 108; responsibility for Traffic Control; for claims arising from such event due to action on the part of or authorized by the Town; and providing for an effective date.
Mayor Beasley
- Town Council to adopt Resolution No. 2023-02 approving the permitting of a Martin Luther King Jr. Walk.
Lisa Purvis, MMC - Town Clerk
- ITEM-7** Town Council approval of Minor Subdivision Application No. 20220915 for Property Owner Taylor Built Homes; Parcel ID No. 09-3N-24-0000-0018-0000.
Lee Anne Wollitz - Land Use Administrator
- ITEM-8** Town Council approval of Minor Subdivision Application No. 20221129 for Property Owner Cynthia Hicks, Parcel ID No. 08-3N-24-2380-0020-0010
Lee Anne Wollitz – Land Use Administrator
- ITEM-9** Town Council approval to reappoint Josetta Lawson to the Planning and Zoning Board for another 3-Year Term and to appoint either Kevin Webb or Jacqui Galbreath to fill the vacant seat for the remaining term that will expire December 2023.
Lisa Purvis, MMC - Town Clerk
- ITEM-10** Town Council approval of Town Employee Cory Hobbs' pay increase from Grade 6 Step 1 to Grade 6 Step 3, following his recent promotion to Assistant Public Works Director.
Ritchie Rowe - Public Works Director
- ITEM-11** Town Council approval to present Legislative Appropriation Funding Requests at the Nassau County Legislative Delegation Public Hearing to be held on Wednesday, January 11, 2023, and to submit the appropriate request forms.
Lisa Purvis, MMC - Town Clerk
- ITEM-12** Town Council approval of the Minutes from the December 15, 2022, Workshop and the December 15, 2022, Regular Meeting.
Lisa Purvis, MMC - Town Clerk

- ITEM-13** Town Council approval of Aqua-Aerobic Systems, Inc., Payable through December 14, 2022, Project Name: Turnkey Replacement of Cloth and Actuator Replacement for One (4) Disk Filter in the amount of \$11,508.23.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$25,808.23
- ITEM-14** Town Council approval of Hobbs Tractor Service, Inc., Payable for Tractor Rental through December 8, 2022, Project Name: Town Hall Park Phase I, FRDAP Project No. A21009 at the Hilliard Town Hall Park in the amount of \$4,000.00.
FDEP FRDAP 100% GRANT FUNDED PROJECT LUMP SUM GRANT \$400,000.00
- ITEM-15** Town Council approval of MAE Contracting, LLC, Payable for 24x48x16 Pole Barn (Pavilion) through January 4, 2023, Project Name: Town Hall Park Phase I, FRDAP Project No. A21009 at the Hilliard Town Hall Park in the amount of \$44,010.00.
FDEP FRDAP 100% GRANT FUNDED PROJECT LUMP SUM GRANT \$400,000.00
- ITEM-16** Town Council approval of MAE Contracting, LLC, Payable for 20x20x10 Pole Barn (Pavilion) through January 4, 2023, Project Name: Oxford Street Park Phase IV, FRDAP Project No. A21011 at the Hilliard Oxford Street Park in the amount of \$7,750.00.
FDEP FRDAP 100% GRANT FUNDED PROJECT LUMP SUM GRANT \$400,000.00

ADDED ITEMS

ADDITIONAL COMMENTS

PUBLIC

MAYOR & TOWN COUNCIL

ADMINISTRATIVE STAFF

TOWN ATTORNEY

ADJOURNMENT

The Town may take action on any matter during this meeting, including items that are not set forth within this agenda.

TOWN COUNCIL MEETINGS

The Town Council meets the first and third Thursday of each month beginning at 7:00 p.m., unless otherwise scheduled. Meetings are held in the Town Hall Council Chambers located at 15859 West County Road 108. Video and audio recordings of the meetings are available in the Town Clerk's Office upon request.

PLANNING & ZONING BOARD MEETINGS

The Planning & Zoning Board meets the second Tuesday of each month beginning at 7:00 p.m., unless otherwise scheduled. Meetings are held in the Town Hall Council Chambers located

at 15859 West County Road 108. Video and audio recordings of the meetings are available in the Town Clerk's Office upon request.

MINUTES & TRANSCRIPTS

Minutes of the Town Council meetings can be obtained from the Town Clerk's Office. The Meetings are usually recorded but are not transcribed verbatim for the minutes. Persons requiring a verbatim transcript may make arrangements with the Town Clerk to duplicate the recordings, if available, or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be at the expense of the requesting party.

TOWN WEBSITE & YOUTUBE MEETING VIDEO

The Town's Website can be access at www.townofhilliard.com.

Live & recorded videos can be access at www.youtube.com search - Town of Hilliard, FL.

ADA NOTICE

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the Town Clerk's Office at (904) 845-3555 at least seventy-two hours in advance to request such accommodations.

APPEALS

Pursuant to the requirements of Section 286.0105, Florida Statutes, the following notification is given: If a person decides to appeal any decision made by the Council with respect to any matter considered at such meeting, he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based.

PUBLIC PARTICIPATION

Pursuant to Section 286.0114, Florida Statutes, effective October 1, 2013, the public is invited to speak on any "proposition" before a board, commission, council, or appointed committee takes official action regardless of whether the issue is on the Agenda. Certain exemptions for emergencies, ministerial acts, etc. apply. This public participation does not affect the right of a person to be heard as otherwise provided by law.

EXPARTE COMMUNICATIONS

Oral or written exchanges (sometimes referred to as lobbying or information gathering) between a Council Member and others, including staff, where there is a substantive discussion regarding a quasi-judicial decision by the Town Council. The exchanges must be disclosed by the Town Council so the public may respond to such exchanges before a vote is taken.

2022 HOLIDAYS

TOWN HALL OFFICES CLOSED

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| 1. Martin Luther King, Jr. Day | Monday, January 17, 2022 |
| 2. Memorial Day | Monday, May 30, 2022 |
| 3. Independence Day Monday | Monday, July 4, 2022 |
| 4. Labor Day | Monday, September 5, 2022 |
| 5. Veterans Day | Friday, November 11, 2022 |
| 6. Thanksgiving Day | Thursday, November 24, 2022 |
| 7. Friday after Thanksgiving Day | Friday, November 25, 2022 |
| 8. Christmas Eve | Friday, December 23, 2022 |
| 9. Christmas Day | Monday, December 26, 2022 |

10. New Year's Eve
11. New Year's Day

Friday, December 30, 2022
Monday, January 2, 2023