

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 20, 2022, 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

PROCLAMATIONS

ITEM-1 The Town of Hilliard recognizes Mr. Donald J. Humphrey, Sr. - November 27, 1961 - January 6, 2022

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

REGULAR MEETING

ITEM-2 Additions/Deletions to Agenda

ITEM-3 Ordinance No. 2022-01
An Ordinance relating to Public right-of-way; making findings; vacating Public right-of-way within the proposed Greenbrier PUD within the Town of Hilliard, Florida; authorizing recording of a certified copy of this Ordinance; providing for severability; and providing for an effective date.
Town Attorney Waugh

Town Council to discuss and review Ordinance No. 2022-01, on First Reading and Set the Public Hearing and Final Reading for Thursday, February 17, 2022, at 7:00 p.m.

- ITEM-4** Town Council approval of the Final Plat Application No. 20211202 for the Pine Street Estates Subdivision, Property Owner – Ralph Bennett.
Janis K. Fleet, AICP – Land Use Administrator
- ITEM-5** Town Council to review and approve the Land Use Administrators Quarterly Report for October 1, 2021, through December 31, 2021.
Janis K. Fleet, AICP – Land Use Administrator
- ITEM-6** Town Council to review and approve the Building Official/Inspectors Quarterly Report for October 1, 2021, through December 31, 2021.
Bryan Higginbotham – Town Building Official / Inspector Services
- ITEM-7** Town Council to review and approve the Code Enforcement Officers Quarterly Report for October 1, 2021, through December 31, 2021.
Del Miley – Code Enforcement Officer
- ITEM-8** Town Council approval of the Minutes from the January 6, 2022, Public Hearing & Regular Meeting, the January 10, 2022, Workshop, and the January 13, 2022, Special Meeting.
Lisa Purvis, MMC - Town Clerk
- ITEM-9** Town Council approval of Chad Brock Enterprises, Inc., Payable through January 12, 2022, Project Name: Turf Runway Maintenance and Improvements at the Hilliard Airpark in the amount of \$25,500.00.
FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT \$90,800.00
- ITEM-10** Town Council approval of First Coast Mulch, Payable through December 15, 2021, Project Name: Installation of Certified Mulch Chips in the amount of \$14,625.00.
MAINTENANCE FUNDED PROJECT LUMP SUM CONTRACT \$14,625.00
- ITEM-11** Town Council approval of McInnis Services, LLC dba LMC Steel, Payable for Pay Request No. 5 through January 5, 2022, Project Name: New Box Hangar, Hangar Repair & New Equipment Storage Building at the Hilliard Airpark in the amount of \$87,912.05.
FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT \$544,157.00
- ITEM-12** Town Council approval of Mittauer & Associates, Inc., Payable through December 31, 2021, Project Name: CDBG 20 NR Water Main Replacement in the amount of \$3,830.00.
DEO CDBG GRANT FUNDED PROJECT AND CAPITAL FUNDED PROJECT MATCH LUMP SUM CONTRACT \$105,700.00

- ITEM-13** Town Council approval of Suez, Utility Services Co., Inc., Payable, Project Name: Interior Renovation on Chlorine Contact Tank in the amount of \$81,252.00.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$82,000.00
- ITEM-14** Town Council approval of Suez, Utility Services Co., Inc., Payable, Project Name: Repairs Performed on the 100,000 concrete WTP GST 1 Tank in the amount of \$77,311.00.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$77,500.00
- ITEM-15** Town Council approval of Suez, Utility Services Co., Inc., Payable, Project Name: Repairs Performed on the 100,000 concrete WTP GST 2 Tank in the amount of \$77,311.00.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$77,500.00
- ITEM-16** Town Council approval of Capital purchase of a 2022 Ford Super Cab Truck equipped with accessories for Water and Sewer Line repair on State Contract #120716-NAF & 060920-NAF from Alan Jay Fleet sales total cost \$46,885.00.
Ritchie Rowe - Public Works Director
- ITEM-17** Town Council approval of Capital expense to upgrade the Aqua Aerobic Filter Electronic System from Energy Engineering System, LLC total cost \$7,200.00
Ritchie Rowe - Public Works Director
- ITEM-18** Town Council Review and Discussion of Classification and Compensation Study for the Town of Hilliard Draft Salary Study Analysis.
Gabe Whittenburg - Parks & Recreation Director

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

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	Friday, December 30, 2022
11. New Year's Day	Monday, January 2, 2023