

HILLIARD TOWN COUNCIL MEETING

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

TOWN COUNCIL MEMBERS

John P. Beasley, Mayor
Kenny Sims, Council President
Lee Pickett, Council Pro Tem
Joe Michaels, Councilman
Jared Wollitz, Councilman
Dallis Hunter, Councilman

ADMINISTRATIVE STAFF

Lisa Purvis, Town Clerk
Cory Hobbs, Interim Public Works Director
Gabe Whittenburg, Parks & Rec Director

TOWN ATTORNEY

Christian Waugh

AGENDA

THURSDAY, FEBRUARY 06, 2025, 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

PRESENTATIONS

- ITEM-1** Presentation of Certificate of Recognition to Planning & Zoning Board Member, Mrs. Joesetta Lawson in honor of 20 Years of Dedicated Service to the Town of Hilliard.
Mayor Beasley

REGULAR MEETING

- ITEM-2** Additions/Deletions to Agenda
- ITEM-3** Town Council approval of the Northeast Florida Fair Association Rental Agreement for the hosting of the Vietnam's Voices Traveling Memorial Wall from April 17 through April 21, 2025, at the Northeast Florida Fair Grounds.
Alicia Head – Public Information Officer & Event Coordinator

- ITEM-4** Town Council approval to adopt Resolution No. 2025-03, accepting a Florida Department of Transportation offer of a Public Transportation Grant Agreement and authorizing and directing the Hilliard Town Council to accept such agreement, for the Design and Construction of Hangar Buildings at the Hilliard Airpark.
Lisa Purvis, MMC – Town Clerk
- ITEM-5** Town Council approval to adopt Resolution No. 2025-04, accepting a Florida Department of Transportation offer of a Public Transportation Grant Agreement and authorizing and directing the Hilliard Town Council to accept such agreement, for the Design Realignment of Pea Farm Road Beyond R/W 36 to RPZ at the Hilliard Airpark.
Lisa Purvis, MMC – Town Clerk
- ITEM-6** Town Council to reschedule the Annual Joint Workshop with the Nassau County School Board.
Lisa Purvis, MMC – Town Clerk
- ITEM-7** Town Council approval of the Capital Budget Expenditure for Well #4 Pump Replacement, L & M's Drilling and Waterworks in the amount of \$35,125.15.
Cory Hobbs – Interim Public Works Director
- ITEM-8** Town Council approval of the Capital Budget Expenditure for Manhole 167 and Manhole 170 Repairs, Engineering Services Agreement with Mittauer & Associates, Inc. in the amount of \$18,400.00.
Cory Hobbs – Interim Public Works Director
- ITEM-9** Town Council approval of the Capital Budget Expenditure for Manhole 157 Repairs, Atlantic Pipe Services LLC in the amount of \$11,620.00.
Cory Hobbs – Interim Public Works Director
- ITEM-10** Town Council approval of the Minutes for the January 9, 2025, Workshop, and the January 16, 2025, Public Hearing & Regular Meeting.
Lisa Purvis, MMC – Town Clerk
- ITEM-11** Town Council approval of Atlantic Pipe Services, Payable through January 17, 2025, Project Name: Sewer Manhole 53 Oxford & W. First in the amount of \$9,170.00.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$9,170
- ITEM-12** Town Council approval of Miller Electric Company, Payable through January 22, 2025, Project Name: Generator & Electric, in the amount of \$8,923.50.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$30,200
- ITEM-13** Town Council approval of Rangeline Tapping Services, Inc., Payable through January 30, 2025, Project Name: Emergency Tap on County Road 108 in the amount of \$9,207.00.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$9,207

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 first 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 accessed 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 Statues, 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.

2025 HOLIDAYS

TOWN HALL OFFICES CLOSED

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| 1. Martin Luther King, Jr. Day | Monday, January 20, 2025 |
| 2. Memorial Day | Monday, May 26, 2025 |
| 3. Independence Day | Friday, July 4, 2025 |
| 4. Labor Day | Monday, September 1, 2025 |
| 5. Veterans Day | Tuesday, November 11, 2025 |
| 6. Thanksgiving Day | Thursday, November 27, 2025 |
| 7. Friday after Thanksgiving Day | Friday, November 28, 2025 |
| 8. Christmas Eve | Wednesday, December 24, 2025 |
| 9. Christmas Day | Thursday, December 25, 2025 |
| 10. New Year’s Eve | Wednesday, December 31, 2025 |
| 11. New Year’s Day | Thursday, January 1, 2026 |