

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

MINUTES

THURSDAY, FEBRUARY 03, 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

PRESENT

Mayor Floyd Vanzant

Council President John Beasley

Council Pro Tem Kenny Sims

Councilman Lee Pickett

Councilman Jared Wollitz

Councilwoman Callie Kay Bishop

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

No public wish to address the Council.

REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

Item-12 Town Council to approve compensation for Parks & Recreation Director Gabe Whittenburg's work on the Classification and Compensation Study.

Motion made by Council President Beasley, Seconded by Councilman Wollitz.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

Item-4 Town Attorney Christian Waugh asks the Council to delete this Item from the agenda due to there being an inconsistent procedure for the Preliminary Plat and Final Plat.

Motion made by Council Pro Tem Sims, Seconded by Councilman Wollitz

Motion withdrawn by Council Pro Tem Sims, Second withdrawn by Councilman Wollitz

Following discussion, motion made to make this Item a discussion item instead of an action item.

Motion made by Council Pro Tem Sims, Seconded by Councilman Wollitz.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

Item-13 Town Council approval to sell surplus old water meters that were removed during the installation of new meters in the AMI Project.

Richie Rowe - Public Works Director

Motion made by Council President Beasley, Seconded by Councilman Wollitz.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

Item-14 Town Council to approve additional Parks & Recreation After School Attendant.

Gabe Whittenburg - Parks & Recreation Director

Motion made by Council President Beasley, Seconded by Councilman Wollitz.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

ITEM-2 Town Council to review and accept the Code Enforcement Officers Quarterly Report for October 1, 2021, through December 31, 2021.

Del Miley – Code Enforcement Officer

Motion made by Council President Beasley, Seconded by Councilman Wollitz.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

ITEM-3 Town Council to review and accept the Land Use Administrators Quarterly Report for October 1, 2021, through December 31, 2021.

Janis K. Fleet, AICP – Land Use Administrator

Motion made by Council President Beasley, Seconded by Council Pro Tem Sims.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

ITEM-4 Town Council discussion of the Final Plat Application No. 20211202 for the Pine Street Estates Subdivision, Property Owner – Ralph Bennett.

Janis K. Fleet, AICP – Land Use Administrator

Following a lengthy discussion regarding the Subdivision Code, Public Works Director Richie Rowe is instructed to mark the Water and Sewer lines for Property Owner Ralph Bennett.

ITEM-5 Town Council approval for CDBG Water Main Replacement Change Order No. 4 which is an increase in time by 60 days due to delays in generator delivery.

Lisa Purvis, MMC – Town Clerk

Motion made by Council President Beasley, Seconded by Councilman Wollitz. Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

ITEM-6 Town Council approval of the Minutes from the January 18, 2022, Joint Workshop, the January 20, 2022, Regular Meeting, the January 24, 2022, Workshop at 6:00 p.m., and the January 24, 2022, Workshop at 7:00 p.m.

Lisa Purvis, MMC - Town Clerk

Motion made by Council President Beasley, Seconded by Councilman Pickett. Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

ITEM-7 Town Council approval of AEC Electrical Contractors Inc., Payable for Pay Request No. 4 through January 31, 2022, Project Name: Security & Lighting at the Hilliard Airpark in the amount of \$19,950.00.

**FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT
\$165,000.00**

Motion made by Council Pro Tem Sims, Seconded by Council President Beasley. Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

ITEM-8 Town Council approval of AECOM, Payable through January 7, 2022, Project Name: New Box Hangar & Hangar Repair at the Hilliard Airpark in the amount of \$2,947.00.

**FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT
\$58,940.00**

Motion made by Councilman Pickett, Seconded by Council Pro Tem Sims. Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

ITEM-9 Town Council approval of AECOM, Payable through January 7, 2022, Project Name: Security Improvements at the Hilliard Airpark in the amount of \$2,568.50.

**FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT
\$51,370.00**

Motion made by Council President Beasley, Seconded by Councilwoman Bishop.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

- ITEM-10 Town Council approval of McInnis Services, LLC dba LMC Steel, Payable for Pay Request No.6 through January 31, 2022, Project Name: New Box Hangar, Hangar Repair & New Equipment Storage Building at the Hilliard Airpark in the amount of \$47,638.40.
**FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT
\$544,157.00**

Motion made by Councilman Wollitz, Seconded by Council President Beasley.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

- ITEM-11 Town Council Review and Discussion of Classification and Compensation Study for the Town of Hilliard Draft Salary Study Analysis.
Gabe Whittenburg - Parks & Recreation Director

Parks & Recreation Director Gabe Whittenburg speaks and recommends page 5 instead of page 6 of the Classification and Compensation Study Draft Salary Analysis that was provided following the January 24, 2022, Workshop.

Motion made to approve the salaries on page 5 of the study, with one exception to make Parks & Recreation Director Gabe Whittenburg's salary grade 7 step 1, and to retro pay all employee increases to October 1, 2021.

Motion made by Council Pro Tem Sims, Seconded by Council President Beasley.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

ADDED ITEMS

- ITEM-12 Town Council to approve compensation in the amount of 40 hours for Parks & Recreation Director Gabe Whittenburg's work on the Classification and Compensation Study.

Motion made by Council President Beasley, Seconded by Councilman Pickett.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

- ITEM-13 Town Council approval to sell surplus to Southern Surplus at \$4.00 per meter, cash as is, including pick up of the old water meters that were removed during the installation of new meters in the AMI Project.

Richie Rowe - Public Works Director

Motion made by Councilman Wollitz, Seconded by Council Pro Tem Sims.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

ITEM-14 Town Council to approve hiring an additional Parks & Recreation Part Time After School Attendant.

Gabe Whittenburg - Parks & Recreation Director

Motion made by Council Pro Tem Sims, Seconded by Councilman Pickett.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

ADDITIONAL COMMENTS

PUBLIC

No public comment.

MAYOR & TOWN COUNCIL

Mayor Vanzant reads the upcoming meeting dates

February Meetings:

Thursday, 02-17-2022 @7PM Public Hearing & Regular Meeting

March Meetings:

Thursday, 03-03-2022 @7PM Regular Meeting

Thursday, 03-17-2022 @7PM Regular Meeting

Council President Beasley asks Parks & Recreation Director Gabe Whittenburg about Basketball.

A Hilliard Action Committee meeting is set for February 28, 2022, at 7:00 p.m.

Councilman Pickett thanks Parks & Recreation Director Gabe Whittenburg for all his hard work.

ADMINISTRATIVE STAFF

PRESENT

Town Clerk, Lisa Purvis

Public Works Director, Ritchie Rowe

Parks & Recreation Director, Gabe Whittenburg

TOWN ATTORNEY

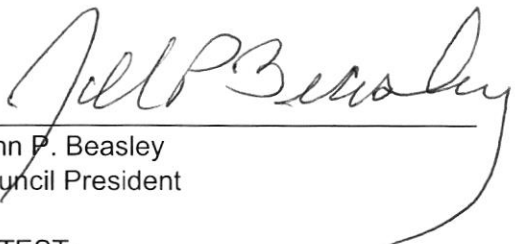
Town Attorney Christian Waugh states he will not be present at the February 17, 2022, Public Hearing & Regular Meeting. He advises the Greenbrier PUD Public Hearing and Final Reading of the Right of Way Vacating Ordinance, and the Nassau County School Board Proportionate Share Agreement will be on that agenda and states that he will review and advise the Council via email prior to the meeting if he has any concerns.

ADJOURNMENT

Motion to adjourn at 8:21 p.m.

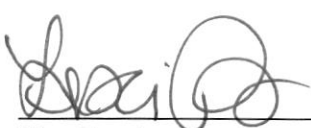
Motion made by Council President Beasley, Seconded by Council Pro Tem Sims.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

Approved this 17th day of February, 2022 by the Hilliard Town Council,
Hilliard, Florida.



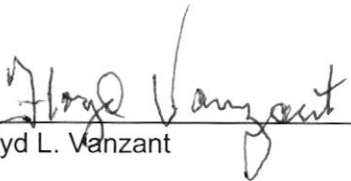
John P. Beasley
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



Floyd L. Vanzant