

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
Richie Rowe, Public Works Director
Gabe Whittenburg, Parks & Rec Director

TOWN ATTORNEY

Christian Waugh

MINUTES

THURSDAY, JUNE 01, 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

PRESENT

Mayor John Beasley
Council President Kenny Sims
Council Pro Tem Lee Pickett
Councilman Jared Wollitz
Councilman Dallis Hunter – By Phone
Councilman Joe Michaels

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-9 Town Council to set a Workshop to discuss Public Records Request.

Motion made by Councilman Hunter, Seconded by Councilman Wollitz.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

Item-10 Town Council to discuss Whisper Ridge Fire Hydrants.

Motion made by Council Pro Tem Pickett, Seconded by Council President Sims.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

Item-11 Town Council to set a Workshop to discuss Town Hall Office Staff.

Motion made by Council President Sims, Seconded by Council Pro Tem Pickett.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

- ITEM-2 Town Council to discuss partnering up with Nassau County to make the July 4th (2024) Celebration the major Bicentennial event for Western Nassau.
John P. Beasley - Mayor

Mayor Beasley explains the event and states that Nassau County would like this to be a two-day event with the fireworks on July 4th. The Council state they would like in the future for the fireworks to be done on the fourth.

- ITEM-3 Town Council to approve decision moving forward regarding the Florida Retirement System audit findings contribution and penalties.
Tiffany Bowden, CMC - Deputy Town Clerk

Motion to pay the Florida Retirement System penalty in the amount of \$40,556.65.

Motion made by Council President Sims, Seconded by Council Pro Tem Pickett.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

- ITEM-4 Town Council discussion and review of the Town of Hilliard's current Public Records Policy concerning records request.
Christian Waugh - Town Attorney

Town Attorney Waugh states the policy from 10 years ago is excellent. Further states the Council should consider lowering the time limit from one hour to 30-minutes; FDLE policy is 15-minutes. Also states the Council should consider adding checking the spam mail on a regular basis to the policy, since the Town may still be responsible for the Public Records Request.

Mayor Beasley asks questions about the requestor being anonymous.

Council President Sims states he read on FDLE's website about why you have to know or have contact information for an anonymous requestor.

Councilman Hunter asks if the IT Department can set a rule in the email system to retrieve Public Records Requests from the Spam Folder, so it can be placed in the inbox.

ITEM-5 Town Council approval of the Minutes from the May 16, 2023, Workshop, the May 18, 2023, Public Hearing & Regular Meeting, the May 18, 2023, Workshop, and the May 22, 2023, Joint Workshop.

Lisa Purvis, MMC - Town Clerk

Motion made by Council Pro Tem Pickett, Seconded by Council President Sims. Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

ITEM-6 Town Council approval of AECOM, Payable through April 28, 2023, Project Name: Replace RW 18-36 Edge Lighting, Signs, REILS, Wind Cone, and PAPIs at the Hilliard Airpark, Final Invoice in the amount of \$15,981.90.

**FAA AIP 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT
\$86,388.00**

Motion made by Council Pro Tem Pickett, Seconded by Councilman Wollitz. Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

ITEM-7 Town Council approval of TCA Electrical Contractors, Inc., Payable through April 18, 2023, Project Name: Replace RW 18-36 Edge Lighting, Signs, REILS, Wind Cone, and PAPIs at the Hilliard Airpark, Final Invoice in the amount of \$24,009.15.

**FAA AIP 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT
\$318,675.00**

Motion made by Council President Sims, Seconded by Councilman Wollitz. Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

ITEM-8 Town Council approval of KYNEX, Inc., Payable through June 22, 2023, Project Name: 2023 Fireworks Display in the amount of \$7,500.00.

**SPECIAL EVENTS PROJECT HILLIARD'S HALF LUMP SUM CONTRACT
\$15,000.00**

Motion made by Councilman Wollitz, Seconded by Councilman Michaels. Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

ADDED ITEMS

ITEM-9 Town Council to set a Workshop to discuss Public Record Request.

Councilman Hunter states a Town employee was instructed to disclose information by the Town Council, and the employee did not. Further states it is a problem that needs to be addressed.

Motion made to set Workshop for June 15, 2023, at 6:00 p.m.

Motion made by Councilman Hunter, Seconded by Councilman Wollitz.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

ITEM-10 Town Council to discuss Whisper Ridge's Fire Hydrants.

Land Use Administrator Lee Anne Wollitz and Public Works Director

Ritchie Rowe explain to the Town Council the flow of the six hydrants, and not having the potential flow required for fire protection.

Planning and Zoning Board Chair Frey states that when the developers came before the Planning and Zoning Board, he voted that no homes should be built before the infrastructure was complete.

Motion made for Town Attorney Waugh to reach out to the Town engineer regarding what is being asked of the Town, and then to get back with Public Works Director Rowe.

Motion made by Council President Sims, Seconded by Council Pro Tem Pickett.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

ITEM-11 Town Council to set a Workshop to discuss Town staff within the Town Hall Office.

Discussion to combine this item with Add Item-9 on the June 15, 2023, Workshop.

Town Attorney Waugh and Councilman Hunter recommend having the Regular Meeting, then Workshop, then Special Meeting.

Mayor Beasley recommends having the Workshop, then Regular Meeting, then Workshop.

Council President Sims and Councilman Wollitz state no to Mayor Beasley's recommendation.

Motion made to move the Regular Meeting to 6:00 p.m. on June 15, 2023, have the Workshop following adjournment of the Regular Meeting, and then a Special Meeting following adjournment of the Workshop, if needed.

Motion made by Councilman Hunter, Seconded by Councilman Wollitz.

Councilman Hunter asks if Employee Tiffany Bowden should be given notice of the meeting regarding the Public Records Request, since it is about her.

Town Attorney Waugh states yes, she should be given notice.

Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

ADDITIONAL COMMENTS

PUBLIC

No comment.

MAYOR & TOWN COUNCIL

Councilman Hunter thanks everyone for reaching out to his mom and thanks the Council for making accommodation for tonight's meeting, so that he could attend by phone.

Council President Sims states graduation was great, and the Veterans crosses with the flags look beautiful in front of Town Hall.

Mayor Beasley states the flags definitely do look good.

ADMINISTRATIVE STAFF

PRESENT

Town Clerk, Lisa Purvis

Parks & Recreation Director, Gabe Whittenburg

Public Works Director, Ritchie Rowe

TOWN ATTORNEY

No comment.

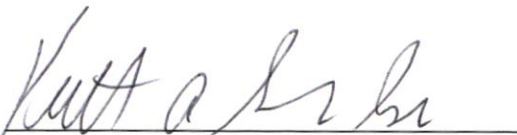
ADJOURNMENT

Motion made to adjourn at 8:21 p.m.

Motion made by Councilman Wollitz, Seconded by Councilman Michaels.

Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

Approved this 15th day of June, 2023 by the Hilliard Town Council, Hilliard, Florida.



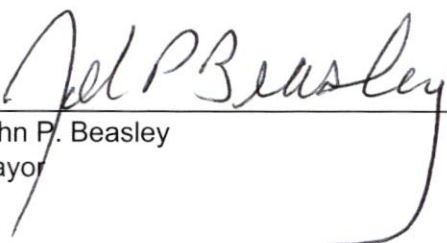
Kenneth A. Sims, Sr.
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



John P. Beasley
Mayor