

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, DECEMBER 02, 2021, 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

Council President John Beasley
Council Pro Tem Kenny Sims
Councilman Lee Pickett
Councilman Jared Wollitz
Councilwoman Callie Kay Bishop

ABSENT

Mayor Floyd Vanzant

PUBLIC HEARING

ITEM-1

Ordinance No. 2021-10- Open Public Hearing
An Ordinance Amending Chapter 54 of the Hilliard Town Code, Traffic and Vehicles to permit the use of Golf Carts on roads within the Town limits; providing for severability; providing for codification; and providing for an effective date.
Council President Beasley

Call for Public Comment

Raymond Schmoldt 37138 Lee Street, Hilliard, Florida recalls from the last

meeting that the speed limit for Golf Carts was set to 30 miles per hour. He states the State has a law for 35 miles per hour and feels the Town should also.

Close Public Hearing on Ordinance 2021-10

Motion to close at 7:02 p.m.

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

REGULAR MEETING - Town Council Action

Town Council Final Reading and Adoption of Ordinance No.2021-10.

Town Council has discussion regarding speed limit for Golf Carts, 35 versus 30 miles per hour and whether the registration fee will be charged annually or only once.

Town Attorney Waugh states both can be changed easily at a future date if the Town decides to do so.

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

COUNCIL PRESIDENT BEASLEY

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

Jimmy Davis 37375 Mill Street, Hilliard, Florida states there is an oak tree on Mill Street that needs to be looked at due to the limb being too close to the road. Also states trees on Ruby Drive need to be trimmed.

Ben Buchanan 37242 Lee Street, Hilliard, Florida states, regarding the SSI Subdivision on County Road 108, that he missed the July 1, 2021, Preliminary Plat approval meeting where the Town Council stated Mr. Buchanan's houses had to face County Road 108. Mr. Buchanan then states Nassau County requires driveways no less than 100 feet, and he would have to file a variance with Nassau County but would like to find a resolution without a time delay.

Councilman Wollitz advises he would like to add Mr. Buchanan's concerns to the agenda for discussion under additions and deletions.

REGULAR MEETING

ITEM-2 Additions/Deletions to Agenda

ITEM-14 Town Council discussion regarding SSI Subdivision Lots 1 and 3 driveways issues off County Road 108.

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-15 Town Council to provide potential dates for Joint Workshop with Nassau County School Board in January.

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-16 Town Council to cancel December 16, 2021, Regular Meeting and add a Special Meeting on December 13, 2021.

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-3 Town Council approval of the Preliminary Plat Application #20211026
The Tracks Subdivision
Property Owner – Mason & Magnolia LLC
Agent - Ben Buchanan - Parcel ID No. 08-3N-24-2380-0051-0030
Janis K. Fleet. AICP – Land Use Administrator

Motion made by Councilwoman Bishop, 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 approval of Hilliard Volunteer Fire Department 2021 Run Reimbursements.
Dallis Hunter – HVFD

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

- ITEM-5 Town Council approval to accept Town Clerks recommendation to move Town Hall Administrative Assistant Hannah Martinez from Introductory Probationary status to Regular Full Time Employment status.
Lisa Purvis, MMC - Town Clerk

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-6 Town Council approval of Streets Bulk Drainage Culvert Capital Purchase
Ritchie Rowe - Public Works Director

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

- ITEM-7 Town Council approval of Playground Mulch Installation by First Coast Mulch, Operating Budget Repairs and Maintenance Expenditure in the amount of

\$14,625.00.

Gabe Whittenburg – Parks & Recreation Director

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-8 Town Council approval of the Minutes from the November 18, 2021, Workshop and Regular Meeting.

Lisa Purvis, MMC - Town Clerk

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

- ITEM-9 Town Council approval of AEC Electrical Contractors Inc., Payable for Pay Request No. 2 through November 30, 2021, Project Name: Security & Lighting at the Hilliard Airpark in the amount of \$49,400.00.

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

Motion made by Council Pro Tem Sims, 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 Chad Brock Enterprises, Inc., Payable through November 16, 2021, Project Name: Turf Runway Maintenance and Improvements at the Hilliard Airpark in the amount of \$4,100.00.
**FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT
\$90,800.00**

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

- ITEM-11 Town Council approval of Chad Brock Enterprises, Inc., Payable through November 20, 2021, 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**

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

- ITEM-12 Town Council approval of Nassau County Public Library System Donation for Fiscal Year 2021-2022, to Friends of the Hilliard Branch Library in the amount of \$8,000.00.
BUDGETED DONATION FROM GENERAL FUND TO CULTURE AND RECREATION

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-13 Town Council approval of McInnis Services, LLC dba LMC Steel, Payable for Pay Request No. 3 through November 30, 2021, Project Name: New Box Hangar, Hangar Repair & New Equipment Storage Building at Hilliard Airpark in the amount of \$58,548.50.
FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT \$544,157.00

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

ADDED ITEMS

- ITEM-14 Town Council discussion regarding SSI Subdivision Lots 1 and 3 driveways issues off County Road 108.

Town Council asks Town Attorney Waugh to research and contact Nassau County regarding allowing two extra driveways on County Road 108.

- ITEM-15 Town Council to provide potential dates for Joint Workshop with Nassau County School Board in January.

Dates provided are Mondays at 6:00 p.m.: January 10, 2022, January 24, 2022, or January 31, 2022. Council will set Workshop date at the January 6, 2022, meeting.

- ITEM-16 Town Council to cancel December 16, 2021, Regular Meeting and add a Special Meeting on December 13, 2021.

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

Jimmy Davis 37138 Lee Street asks why tractors are allowed on all roads and Golf Carts are not.

MAYOR & TOWN COUNCIL

Council President Beasley reads the upcoming meeting dates.

December Meeting:

Monday, 12/13/2021 @ 7PM Special Meeting

Councilwoman Bishop states she is still receiving complaints about the Land Use Administrator, Janis Fleet. She states she has done her part and is now advising people to contact the other Council Members.

ADMINISTRATIVE STAFF

PRESENT

Town Clerk, Lisa Purvis

Public Works Director, Ritchie Rowe

Parks & Recreation Director, Gabe Whittenburg

Parks & Recreation Director, Gabe Whittenburg states there have been 233 Basketball sign-ups with one day of sign-ups remaining. Advises games will begin mid-January with three weeks of practice and there will be 30+ teams.

TOWN ATTORNEY

Town Attorney, Christian Waugh asks Town Clerk, Lisa Purvis, if Planning and Zoning has always handled subdivisions.

Town Clerk, Lisa Purvis advises that Planning and Zoning has not since there has only been two PUDs, Southern Glenn and Cedar Haven. The first subdivision was Wayne and Councilwoman Bishop's at County Road 108 and Eastwood Road. Town Clerk then states a committee tried to handle these, but since then, Land Use Administrator Janis Fleet, has helped due to her extensive knowledge in plats and lot splits.

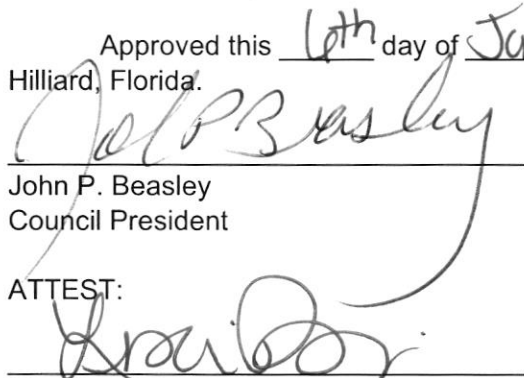
ADJOURNMENT

Motion to adjourn at 8:07 p.m.


Motion made by Councilman Pickett, Seconded by Councilman Wollitz.

Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

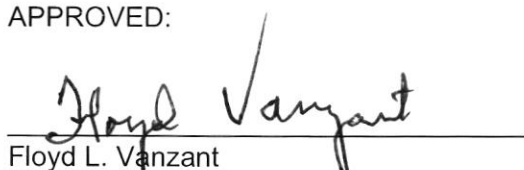
Approved this 16th day of January, 2022 by the Hilliard Town Council, Hilliard, Florida.


John P. Beasley
Council President

ATTEST:


Lisa Purvis
Town Clerk

APPROVED:


Floyd L. Vanzant
Mayor