

# 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

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## MINUTES

THURSDAY, JUNE 15, 2023, 6:00 PM

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### 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  
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

No additions to or deletions from the Agenda.

- ITEM-2 Town Council discussion regarding the results of Fire Hydrant Testing as it relates to the Whisper Ridge Development.  
***Christian Waugh – Town Attorney***
- Councilman Hunter** explains the discussion between him and Councilman Wollitz while hydrants were being flow tested at the Whisper Ridge Subdivision. **Councilman Wollitz** agrees with what was discussed.
- ITEM-3 Town Council approval of Hilliard Airpark FAA Runway Lighting Rehabilitation Project Change Order No. 2. Decrease of \$15,534.00, in contract total to actual quantities used with TCA Electrical Contractors, Inc.  
***Bill Prange – AECOM, Airpark Engineer***
- Bill Prange, AECOM Airpark Engineer** explains the change order deduction.
- Motion made by Council President Sims, Seconded by Councilman Hunter.  
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels
- ITEM-4 Town Council discussion regarding land adjacent to the Hilliard Airpark that is being offered for sale by property owner Gerald Nyren.  
***John P. Beasley - Mayor***
- Bill Prange, AECOM Airpark Engineer** explains that the Florida Department of Transportation will require property be in the Airport Layout Plan and that would only be after the three parcels to the North are acquired to secure runway safety area and runway protection zone. Further states there are three things the Town would have to do: 1) Complete transactions to purchase parcels to the North, 2) do an ALP modification addressing the Western Nyren parcel, 3) Write a brief narrative to accompany the ALP modification explaining why that parcel is necessary for acquisition.
- Mayor Beasley** asks that either Town Attorney Waugh or Town Clerk Purvis draft a letter to Mr. Nyren and advise the Town does have interest, but is required to fulfill FDOT and FAA requirements.
- ITEM-5 Town Council approval to accept Public Works Director recommendation to move Public Works Department employee Justin Tuten from Introductory Probationary status to Regular Full Time Employment status.  
***Ritchie Rowe – Public Works Director***
- Motion made by Council Pro Tem Pickett, Seconded by Councilman Michaels.  
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels
- ITEM-6 Town Council discussion and possible action regarding Fire Hydrant Pressure Standards and Public Safety as it relates to the Whisper Ridge Development.  
***Christian Waugh – Town Attorney***
- Land Use Administrator Lee Anne Wollitz** introduces Ed Kassik, Project Manager for Whisper Ridge, Larry Brantley, from Florida Infrastructure, and Kellen Lindsay and Tim Norman , from Mittauer & Associates. Further states

there is a flow test scheduled for tomorrow for the hydrants in question. **Kellen Lindsay, Mittauer & Associates**, states there was a phone conference on August 31, 2021, with him, Tim Norman, Beth Leaptrott, and Public Works Director Ritchie Rowe and it was decided that the booster pump would not be required, since it is not required by the Town Code. Further states that Beth reached out to Nassau County, and they did not require any Fire Hydrants for Whisper Ridge. Further states nothing else was discussed about the water until now, after Public Works Director Ritchie Rowe received the fire flow test back and was concerned with the findings.

**Councilman Wollitz** asks if a hydrant was used on Kings Ferry Road to fill a Water Truck, could that alone pull enough water off to drop the pressure down? **Mittauer Team** states potentially.

**Councilman Wollitz** asks if the Town Fire Marshall has been brought into the discussion.

**Land Use Administrator Lee Anne Wollitz** states that she and a Town Employee brought the Fire Marshall into the discussion a couple of weeks ago, and they were informed at that time that the Fire Marshall was not brought in on this project prior to this point.

**Town Council** has lengthy discussion regarding what needs to be done to correct the problem.

**Ed Kassik, 1035 Pioneer Way Geneva, Florida** states he can appreciate the concern with fire flow. He requests that the Town does the Fire Flow Test tomorrow and see where the subdivision stands, but allow the project to continue moving forward.

Motion made authorizing Mayor Beasley to sign FDEP permit after the Town Engineer sees the Fire Hydrant Flow test results.

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

ITEM-7 Town Council approval of the Minutes from the June 1, 2023, Workshop and the June 1, 2023, Regular Meeting.

**Lisa Purvis, MMC - Town Clerk**

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

ITEM-8 Town Council approval of Lampe, Roy & Associates, Inc., Payable through May 15, 2023, Project Name: Acquire Land on the North Side at the Hilliard Airpark in the amount of \$3,000.00

**FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM GRANT  
\$454,000.00**

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

ITEM-9 Town Council approval of Professional Engineering Services Agreement in the amount of \$1,800.00, to prepare As-Built Site Plans for the Town Hall Park Phase I & Oxford Street Park Phase IV, a requirement of the FRDAP Close Out Package.

**Lisa Purvis, MMC – Town Clerk**

Motion made by Councilman Wollitz, Seconded by Councilman Hunter.  
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** states he went to South Florida to participate in the Florida League of Cities Newly Elected Municipal Officials training and it was phenomenal and encourages everyone on the Council to attend.

**Council President Sims** states that the Okefenokee Linemen have been putting in a ton of hours and asks everyone to keep them in your prayers.

**Mayor Beasley** states the gates open at 5:00 p.m. for the Fireworks on Saturday, July 1, 2023, and there will be food trucks and music. Further states he reached out to Brandy Carvalho, Director of Strategic Advancement and Economic Resources, about Nassau County putting in funds for fireworks this year in addition to the planning of next year's Western Nassau County Bicentennial Firework Show beginning soon.

**ADMINISTRATIVE STAFF**

**PRESENT**

Town Clerk, Lisa Purvis

Assistant Public Works Director, Cory Hobbs

**ABSENT**

Parks & Recreation Director, Gabe Whittenburg – At Flag Football Practice

**Assistant Public Works Director Cory Hobbs** asks if Public Works can purchase a bushhog for the new John Deere Tractor with the remaining Capital Budget funds.

**Council** agree that Public Works can purchase a bushhog.

**Town Clerk Lisa Purvis** states that she would like to set a HAC meeting for Monday, June 19, 2023, at 7:00 p.m.

**Mayor Beasley** states he may need to have a TEAM invite since he may not be available in person.

**TOWN ATTORNEY**

No comment.

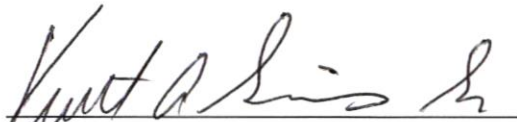
**ADJOURNMENT**

Motion made to adjourn at 7:30 p.m.

Motion made by Council Pro Tem Pickett, Seconded by Councilman Michaels.

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

Approved this 6<sup>th</sup> day of July, 2023 by the Hilliard Town Council, Hilliard, Florida.



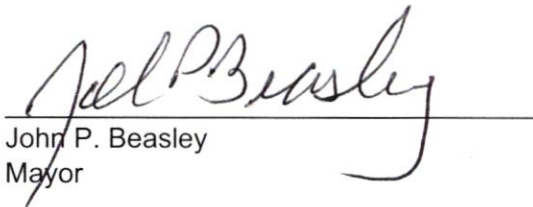
Kenneth A. Sims, Sr.  
Council President

ATTEST:



Lisa Purvis  
Town Clerk

APPROVED:



John P. Beasley  
Mayor