

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
Joel Hall P.E., Public Works Director
Gabe Whittenburg, Parks & Rec Director

TOWN ATTORNEY

Christian Waugh

MINUTES

THURSDAY, JUNE 20, 2024, 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
Councilman Joe Michaels

PRESENTATIONS

ITEM-1 Presentation "Starting Point Behavioral Healthcare" of new Callahan Facility.
Candece Tierney, C.O.O. – Starting Point Behavioral Healthcare

Starting Point Behavioral Healthcare's C.O.O., Candece Tierney, describes their new Callahan facility and the general services that the facility provides. Outpatient therapy, case management, care coordination, child welfare, problem-solving courts, medical services, and substance abuse disorder programs are some of these services. They also engage in community outreach and education

and provide specialized adult services. Additionally, they provide emergency services, including a 24/7 Crisis Hotline and Mobile Response Team.

PROCLAMATIONS

ITEM-2 A Proclamation of the Town of Hilliard designating July 4, 2024, as "Mr. Rodney Mills Day" in the Town of Hilliard
John P. Beasley – Mayor

Mayor Beasley to present Mr. Rodney Mills with the Proclamation at the Fourth of July Event & Fireworks Display.

REGULAR MEETING

ITEM-3 Additions/Deletions to Agenda

No additions to or from the Agenda.

ITEM-4 Town Council approval of the Engineering Services Agreement for continuing engineering services from Mittauer & Associates, Inc.
Lisa Purvis, MMC – Town Clerk

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-5 Town Council approval of the Engineering Services Agreement with Mittauer & Associates, Inc., for the Water & Wastewater Systems Impact Fee Analysis 2024.
Lisa Purvis, MMC – Town Clerk

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-6 Town Council to adopt Resolution No. 2024-13, calling for a General Election to be held on November 5, 2024, for the position of three Council Members to serve four-year terms each.
Lisa Purvis, MMC – Town Clerk

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-7 Town Council to consider Ordinance No. 2024-04, an ordinance amending Chapter 42, Streets, Sidewalks and Other Public Places of the Hilliard Town Code; Amending Section 42-2 Tree Cutting deposit amount and adding drainage system; Amending Section 42-3 Good Cause; additional exceptions; adding regulations regarding Tree Harvesting and Cutting on private property within the Town of Hilliard. Adopting on First Reading and setting Public Hearing for July 18, 2024.

Lee Anne Wollitz – Land Use Administrator

Motion made for discussion.

Motion made by Councilman Hunter, Seconded by Council President Sims.

Town Attorney Waugh, recommends modification before the Second Reading of Ordinance No. 2024-04. He explains that “system of right of ways” should be clarified. In Section 2, that “good cause” applies to the Town Council, as they can excuse a violation of this Ordinance under this clause. He recommends that this be removed, as this is a code violation issue. He also recommends that Chapter 62 be removed from the Ordinance and replaced with the Land Development Regulations.

Councilman Wollitz inquiries about a revision that would allow the Town Council to issue a variance upon good cause.

Town Attorney Waugh advises against the revision as a variance would not pertain that variances are for setbacks on building lots and should not be included.

Motion to amend Ordinance No. 2024-04, as discussed prior to Second Reading.

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

ITEM-8 Town Council to consider Ordinance No. 2024-06, on First Reading, an Ordinance, Annexing into the corporate limits three parcels real property containing approximately 37.19 acres; described with particularity herein; finding said annexation to be consistent with the Town of Hilliard’s Comprehensive Plan and the Town Code; Amending Section 2.03 of the Charter of the Town of Hilliard to include said land; Providing for and authorizing the updating of the official Town maps. Setting the First Public Hearing for July 18, 2024, and the Second Public Hearing for August 1, 2024.

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-9 Town Council to consider Ordinance No. 2024-07, on First Reading, an Ordinance, Amending the Hilliard Comprehensive Plan, Future Land Use Map Designation of that certain property consisting of 16.32 acres located on the east side of US HWY 1 and south of Cosmos Trail, Hilliard, Florida, Nassau County parcel no. 15-3N-24-2320-0017-0020 and parcel no. 15-3N-24-2320-0019-0010; Adding the designation of commercial. Setting the First Public Hearing for August 1, 2024, and the Second Public Hearing for September 5, 2024.

Lisa Purvis, MMC – Town Clerk

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 consider Ordinance No. 2024-08, on First Reading, an Ordinance, changing the zoning designation from Nassau County zoning Open Rural to Town zoning C-1, General Commercial District; for the 16.32 acres parcels more or less; located on the east side of US HWY 1 and south of Cosmos Trail, Hilliard, FL, Nassau County. Setting the First Public Hearing for August 1, 2024, and the Second Public Hearing for September 5, 2024.

Lisa Purvis, MMC – Town Clerk

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-11 Town Council to consider Ordinance No. 2024-09, on First Reading, an Ordinance, Amending the Hilliard Comprehensive Plan, Future Land Use map designation of that certain property consisting of 21.03 acres, more or less; located on the east side of US HWY 1 at Cosmos Trail, Hilliard, FL, Nassau County parcel no. 15-3n-24-2320-0017-0010; Adding the designation of mixed-use; allowing for commercial and high density residential. Setting the First Public Hearing for August 1, 2024, and the Second Public Hearing for September 5, 2024.

Lisa Purvis, MMC – Town Clerk

Motion made for discussion.

Motion made by Councilman Hunter, Seconded by Council President Sims.

Council President Sims, states that the acreage of the properties listed in the above Ordinances do not add up.

Town Attorney Waugh states that he would like to review the Ordinances before advertising for the Second Reading.

Motion for the Town Attorney to review Ordinance No. 2024-09, prior to advertising.

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-12 Town Council to consider Ordinance No. 2024-10, on First Reading, an Ordinance, changing the zoning designation from Nassau County zoning Open Rural to Town zoning PUD, Planned Unit Development; for the property located on the east side of US HWY 1 and south of Eastwood Road; described in attachment "a", legal description; Specifically described in attachment "b" written description; and attachment "c" site plan. Setting the First Public Hearing for August 1, 2024, and the Second Public Hearing for September 5, 2024.

Lisa Purvis, MMC – Town Clerk

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-13 Town Council to discuss an amendment to Chapter 62, Zoning and Land Development Regulations concerning future road ownership within Planned Unit Developments and Subdivisions and to set a "pipeline" standard.
Lee Anne Wollitz – Land Use Administrator

Land Use Administrator Lee Anne Wollitz, to create draft amendment to present to the Town Council for review at the July Monthly Workshop.

- ITEM-14 Town Council approval of the Public Work Director, Joel Hall's resignation effective July 31, 2024.
Joel Hall, P.E. – Public Works Director

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-15 Town Council approval of the hiring of an employee for the open position of Temporary Clerical Assistant.
Lisa Purvis, MMC – Town Clerk

Town Clerk Lisa Purvis, asks to table item to the July 18, 2024, Regular Meeting.

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

- ITEM-16 Town Council approval of the hiring of an employee for the open position of Administrative Assistant. **Lisa Purvis, MMC – Town Clerk**

Town Clerk Lisa Purvis, asks to table item to the July 18, 2024, Regular Meeting.

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-17 Town Council approval to cancel the July 4, 2024, Regular Meeting.
Lisa Purvis, MMC – Town Clerk

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-18 Town Council approval of the Minutes for the June 3, 2024, Workshop, and the June 6, 2024, Public Hearing & Regular Meeting.
Lisa Purvis, MMC – Town Clerk

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-19 Town Council approval of Kynex, Inc., Payable through May 22, 2024, Project
Name: 2024 Fireworks Display in the amount of \$15,000.
**SPECIAL EVENTS PROJECT IN HILLIARD'S HALF LUMP SUM CONTRACT
\$15,000**

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-20 Town Council approval of Manzie & Drake Land Surveying, Payable through
June 12, 2024, Project Name: North Oxford Street Park Phase II, FRDAP Project
No. A24019 at the Hilliard Oxford Ball Park in the amount of \$4,500.
**FDEP FRDAP 100% GRANT FUNDED PROJECT LUMP SUM GRANT
\$200,000.00**

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-21 Town Council approval of Waugh PLLC, Payable through June 6, 2024, Project
Name: North Oxford Street Park Phase II, FRDAP Project No. A24019 at the
Hilliard Oxford Ball Park in the amount of \$250.
**FDEP FRDAP 100% GRANT FUNDED PROJECT LUMP SUM GRANT
\$200,000.00**

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

ADDITIONAL COMMENTS

PUBLIC

No public comments.

MAYOR & TOWN COUNCIL

Councilman Michaels, states that flag football is going well that they have 180 kids in attendance, and that the pool is rocking and rolling.

Council Pro Tem Pickett, thanks all for coming.

Council President Sims, states that he attended Car B Que, a Barbecue contest and Car Show, at Trader's Hill in Folkston, GA and that he wants to recognize Hal Keen for putting on such a great event and that all the proceeds go back to Youth Sports in Hilliard.

Mayor Beasley, states that Food Truck Friday is going to be held this month on Saturday June 29, 2024, starting at 4:00 p.m., along with the Golf Cart Parade starting around 6:00 p.m. We will also have live music at this event.

He continues asking all to attend the Fourth of July Celebration, that will be starting at 4:30

p.m. there will be music, watermelon eating contest, pie baking contest, most patriotic wear contest, food trucks, carnival style games, and the fireworks show at 9:30 p.m.

The county and citizens have donated to both Towns to cover the police presence at the event.

Flag football is starting July 9th with practice and games on Tuesday and Thursday and asks all to attend.

On the July 18, 2024, Regular Meeting, certificates will be presented to all of the Soccer winners.

ADMINISTRATIVE STAFF

PRESENT

Lisa Purvis, Town Clerk

ABSENT

Public Works Director, Joel Hall

Parks & Recreation Director, Gabe Whittenburg

Town Clerk Lisa Purvis, states that Hurricane Shelter/Community Center grant advertisements for Grant Administration Services and Architecture / Engineering Services will be in the July 10, 2024, edition of the Nassau County Record and the Florida Times Union, and on the Town's website. Request for Proposals and Request for Qualifications are due on August 1, 2024, at 2:00 p.m. Ranking of the proposals and qualifications will be on the August 8, 2024, monthly workshop and then selections to be made on August 15, 2024, meeting.

TOWN ATTORNEY

No comments.

ADJOURNMENT

Motion to adjourn at 8:03 p.m.

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

Approved this 18th day of July, 2024 by the Hilliard Town Council, Hilliard, Florida.



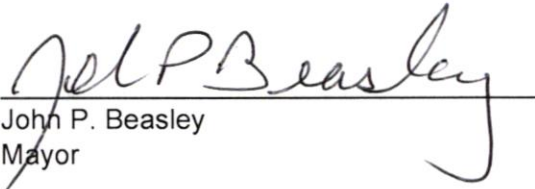
Kenneth A. Sims, Sr.
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



John P. Beasley
Mayor