

# 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, MARCH 16, 2023, 7:00 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 Pro Tem Lee Pickett  
Councilman Jared Wollitz  
Councilman Dallis Hunter  
Councilman Joe Michaels

### ABSENT

Council President Kenny Sims

### 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-10 Town Council discussion and possible action regarding the Town Planner's payables.

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

ITEM-2 Town Council approval of Final Plat for the Whisper Ridge Subdivision, Application # 20220728, Parcel No. ID. 04-3N-24-0000-0006-0010 and 04-3N-24-0000-0004-0100 and acceptance of the Performance Bond for Completion of the Infrastructure Improvements for the Whisper Ridge Subdivision  
**Janis K. Fleet, AICP – Town Planning Consultant**

**Town Planner Fleet** states she is recommending approval.

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

ITEM-3 Town Council to discuss the Asset Management Program presented by Patrick Dangelo from the Florida Rural Water Association.  
**Jason Bergendahl - Public Works Employee**

**Jason Bergendahl** welcomes and introduces Patrick Dangelo with Florida Rural Water Association and advises that Patrick has been assisting with the Florida Rural Water Association Diamond Maps Project.

**Patrick Dangelo** explains what Florida Rural Water Association does and states he has been working with the Town to get all of the Town's assets into Diamond Maps. Once Town Staff has reviewed, the information will be presented to the Town Council for adoption by Resolution.

**Town Clerk Lisa Purvis** asked about the Town's fire hydrants being added to GIS to be uploaded to the Property Appraisers website and is advised they can be added.

ITEM-4 Town Council approval of Parks & Recreation Seasonal Staffing Request.  
**Gabe Whittenburg – Parks & Recreation Director**

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

ITEM-5 Town Council approval of Legal Services Contract Amendment to increase Principal Attorney hourly rate from \$150 to \$165 and Associate Attorneys hourly rate from \$115 to \$125.  
**Christian Waugh – Town Attorney**

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

- ITEM-6      Town Council approval of the Town of Hilliard Security Camera(s) Policy.  
***Tiffany Bowden – Deputy Town Clerk***
- Motion made by Council Pro Tem Pickett, Seconded by Councilman Michaels.  
Voting Yea: Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter,  
Councilman Michaels
- ITEM-7      Town Council to set the final Joint Workshop with the Planning & Zoning Board to  
review and discuss the Land Development Regulations.  
***Janis K. Fleet, AICP - Town Planning Consultant***
- Motion to set a Joint Workshop for Tuesday, April 11, 2023, at 6:00 p.m., prior to  
the Planning & Zoning Board meeting.
- Motion made by Councilman Wollitz, Seconded by Council Pro Tem Pickett.  
Voting Yea: Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter,  
Councilman Michaels
- ITEM-8      Town Council approval of the Minutes from the February 27, 2023, Workshop,  
the February 28, 2023, Joint Workshop, the March 2, 2023, Joint Workshop, and  
the March 2, 2023, Regular Meeting.  
***Lisa Purvis, MMC - Town Clerk***
- Councilman Wollitz** requests the Minutes from the February 27, 2023,  
Workshop be amended to include all that were present at the meeting.
- Motion made by Councilman Michaels, Seconded by Councilman Hunter.  
Voting Yea: Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter,  
Councilman Michaels
- ITEM-9      Town Council approval of Mittauer & Associates, Inc., Payable through February  
24, 2023, Project Name: FDEP LPA0302 Oxford Street Force Main Rerouting in  
the amount of \$12,000.00.  
**FDEP LPA0302 GRANT FUNDED PROJECT LUMP SUM CONTRACT**  
**\$101,900.00**
- Motion made by Council Pro Tem Pickett, Seconded by Councilman Wollitz.  
Voting Yea: Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter,  
Councilman Michaels

**ADDED ITEMS**

- ITEM-10      Town Council discussion of Fleet & Associates Payables.
- Councilman Wollitz** states that he would like to see a breakdown for Fleet &  
Associates invoices of the hourly rate of what the Town is paying for under  
Professional Services.
- Motion made for Fleet & Associates to break out invoices by individual items and  
into half hour or quarter hour increments.



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

#### **ADDITIONAL COMMENTS**

##### **PUBLIC**

No comment.

##### **MAYOR & TOWN COUNCIL**

**Councilman Wollitz** states to please keep Council President Sims and his family in your prayers.

**Councilman Hunter** states that he will not be serving on the Northeast Regional Planning Council. States the BOCC decided to reappoint the current member from the city of Fernandina Beach since they asked to continue.

**Mayor Beasley** states to keep Council President Sims' family in your prayers. Reminds everyone that Saturday, March 25, 2023, is Tire Amnesty Day. States the Car Show at Journey Church was a big hit. States he, Town Clerk Lisa Purvis, Deputy Town Clerk Tiffany Bowden, and Town Employee Alicia Head went on a tour at Pine Castle, and it was a great experience. Further thanks Paster Ryan for being at the meeting.

##### **ADMINISTRATIVE STAFF**

###### **PRESENT**

Town Clerk, Lisa Purvis  
Parks & Recreation Director, Gabe Whittenburg

###### **ABSENT**

Public Works Director, Ritchie Rowe

**Parks & Recreation Director Gabe Whittenburg** states there have been 102 kids sign up for soccer. Further states to keep his dad, Coach Whittenburg, in your prayers.

**Mayor Beasley** states to keep David Buchanan, Coach Whittenburg, and Town Attorney Waugh in your prayers. States the Attorney is not present tonight due to his daughter being ill.

##### **TOWN ATTORNEY**

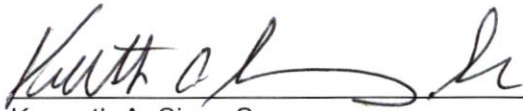
Absent.

#### **ADJOURNMENT**

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

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

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



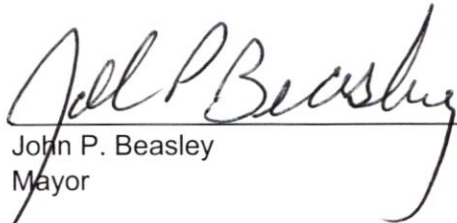
Kenneth A. Sims, Sr.  
Council President

ATTEST:



Lisa Purvis  
Town Clerk

APPROVED:



John P. Beasley  
Mayor