

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
Cory Hobbs, Interim Public Works Director
Gabe Whittenburg, Parks & Rec Director

TOWN ATTORNEY

Christian Waugh

MINUTES

THURSDAY, DECEMBER 19, 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

PUBLIC HEARING

ITEM-1 Ordinance No. 2024-13 – Amending the Hilliard Comprehensive Plan, Future Land Use Map Designation of that certain property consisting of approximately 6.5 acres, more or less; located on the east side of US Highway 1 and south of Crepe Myrtle Lane and more particularly described in Attachment "A" Legal Description, Hilliard, Florida, Nassau County Parcel ID No. 05-3N-24-0000-0028-0000; from Agricultural to High Density Residential; providing for severability; and providing for an effective date.
Mayor Beasley

Call for Public Comments
Close Public Hearing on Ordinance No. 2024-13

Following no public comments, motion is made to close the Public Hearing at 7:05 p.m.

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

TOWN COUNCIL ACTION

Town Council to consider adopting Ordinance No. 2024-13, and to set a Public Hearing & Final Reading for January 16, 2025.

Motion made by Council President Sims, Seconded by Council Pro Tem Pickett.

Councilman Wollitz inquires with Land Use Administrator Lee Anne Wollitz about the current status of the development process.

Lee Anne explains that tree mitigation has already been coordinated with Town Attorney Christian Waugh and is included on the January Monthly Workshop Agenda.

At the December meeting, the Planning & Zoning Board submitted a recommendation with a 4-1 vote. Meanwhile, the developers are in negotiations with the Nassau County School Board due to the Interlocal Agreement, which requires them to pay concurrency before the final Public Hearing. Failure to do so would prevent the Future Land Use Map Amendment and Planned Unit Development from moving forward. Councilman Wollitz requests a site visit. In response, Land Use Administrator Lee Anne Wollitz offers to arrange individual site visits for each council member.

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

ITEM-2

Ordinance No. 2024-14 – Rezoning the property consisting of approximately 6.5 acres, more or less, located on the east side of US Highway 1 south of Crepe Myrtle Lane, more particularly described in Attachment “A”, Legal Description; specifically described in Attachment “B” Written Description; and Attachment “C” Site Plan; Hilliard Florida, Nassau County Parcel ID No. 05-3N-24-0000-0028-0000; from Agricultural A-1 to PUD, Planned Unit Development; providing for severability, repealer, and setting and effective date.

Mayor Beasley

Call for Public Comments
Close Public Hearing on Ordinance No. 2024-14

Chad Brock, 37021 Crepe Myrtle Lane, a Certified Landscape Architect and adjacent property owner encourages the Town Council members to visit the property. He clarifies that while he is not opposed to development, he is dedicated to preserving live oaks. With two Certified Arborists on his staff and 35 years of experience preserving live oaks on large projects, Brock emphasizes the importance of their protection.

He also requests a permit from the Fish and Wildlife Service for the relocation of gophers and suggests installing fencing around the property to safeguard his land, particularly because he has a pond. Brock concludes by strongly urging the Town Council to conduct a site visit.

Motion to close the Public Hearing at 7:17 p.m.

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

TOWN COUNCIL ACTION

Town Council to consider adopting Ordinance No. 2024-14, and to set a Public Hearing & Final Reading for January 16, 2025.

Ms. Shalene Estes of Forestar Real Estate, located at 14785 Old St. Augustine Road, Jacksonville, expresses concerns that the lack of a completed tree mitigation ordinance by the Town is forcing them to proceed with the project without full clarity. Ms. Estes notes that Forestar has scientists addressing the turtle-related requirements. Regarding fencing, she mentions that it was discussed during the Planning & Zoning Board meeting and confirms that the fence would encompass the entire property. Ms. Estes also highlights challenges with the Nassau County School Board's concurrency process, which differs significantly from other County's and on previous projects. This inconsistency makes it difficult for Forestar to commit to an undefined fee schedule or code.

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

REGULAR MEETING

ITEM-3 Additions/Deletions to Agenda

No additions to or deletions from the agenda.

ITEM-4 Town Council Approval of the Hilliard Volunteer Fire Department 2024 Run Reimbursements.

Lisa Purvis, MMC – Town Clerk

Councilman Wollitz, states that he will be abstaining from voting due to his son receiving reimbursement.

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

ITEM-5 Town Council to set the Annual Joint Workshop with the Nassau County School Board.

Lisa Purvis, MMC – Town Clerk

Motion to set a Workshop on Tuesday, January 21, 2025, at 6:00 p.m.

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-6 Town Council approval of the updated Lead Wastewater Specialist, Jody Wildes, position description.

Cory Hobbs – Interim Public Works Director

Interim Public Works Director Cory Hobbs, states that he has no objection.

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

ITEM-7 Town Council approval of the Town Clerk's recommendation to fill the Town Hall Administrative Assistant vacant position.

Lisa Purvis, MMC – Town Clerk

Motion to hire Rachael Sparkman for the Administrative Assistant Position at Grade 3, Step 7. Starting January 6, 2025, as Non-Exempt Full-time, for an Introductory Probationary Period.

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

ITEM-8 Town Council to consider extending Planning & Zoning Board Members Harold "Skip" Frey and Charles A. Reed's terms by 30 days until Thursday, January 30, 2025.

Lee Anne Wollitz – Land Use Administrator

Motion made by Councilman Hunter, Seconded by Councilman Wollitz.

Councilman Hunter and Councilman Wollitz withdraw their Motion and Second.

Motion to not extend Planning & Zoning Board Members terms by 30 days, and to reappoint Harold "Skip" Frey and Charles A. Reed for a 3-year term to the Planning & Zoning Board.

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

Councilman Hunter states that the Town has advertised, and the Town Council stated that they would conduct interviews.

- ITEM-9 Town Council to discuss and approve a process for interviewing and appointing candidates for the Planning & Zoning Board as the terms end each year.
Lee Anne Wollitz – Land Use Administrator
- Mayor Beasley suggests initiating the process for identifying potential candidates 60 to 90 days before the terms conclude. The Town Council requests that this item be added to the agenda for the January Monthly Workshop.
- ITEM-10 Town Council approval of the Minutes for the December 5, 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-11 Town Council approval of First Coast Mulch, Payable through December 11, 2024, Project Name: Buck Park Playground Mulch in the amount of \$14,073.20.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$10,000
- 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-12 Town Council approval of Island Hopper Home Repair LLC, Payable through December 11, 2024, Project Name: Gym Maintenance in the amount of \$23,750.00.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$40,000
- 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-13 Town Council approval of Miller Electric Company, Payable through November 30, 2024, Project Name: Equipment – Generator & Electric in the amount of \$17,847.02.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$30,200
- 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-14 Town Council approval of Nassau County Council on Aging Donation for Fiscal Year 2024-2025, to assist Seniors in Hilliard with their Water and Sewer Bills in the amount of \$10,000.00.
BUDGETED DONATION FROM WATER AND SEWER PENALTY FEES COLLECTED
- 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-15 Town Council approval of Strength Depot, Payable through December 3, 2024, Project Name: Fitness Center Equipment in the amount of \$5,999.00.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$10,000

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

ITEM-16 Town Council approval of the Hold Harmless Agreement allowing CCR Woodlands to cross Town Property (Mikkelson Estate) for timber removal.
Christian Waugh – Town Attorney

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-17 Town Council approval for Town Attorney to file lawsuit against Anchor Communications, LLC for damages incurred on the US 1 Sewer Line from fiber optic boring.
Christian Waugh – Town Attorney

Motion for Town Attorney to file suit to recover the damages in the amount of \$20,958.07.

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

ADDITIONAL COMMENTS

PUBLIC

Timothy Fisk, of 27146 West First Avenue, requests that the Public Works Department address a cracked sidewalk on West Fifth Street, emphasizing the need for repair. He also mentions that a Town resident commented on Fisk's perceived vendetta against the Town, which Fisk denies. However, he feels that the Town has a vendetta against him, referencing remarks made by the Town Attorney to the Town Clerk at the previous meeting. Fisk requests access to all text and email communications sent and received between 6:30 p.m. and 9:30 p.m. involving the Mayor, Town Clerk, and Town Council Members on the following dates: November 7, 2024, November 21, 2024, December 5, 2024, and December 19, 2024.

Martin Stratton, of 37113 Ingham Road, requests that the Town Council consider revising the lot size requirements for the A-1 Agricultural Districts to allow for half-acre lots.

MAYOR & TOWN COUNCIL

Mayor Beasley, extends warm wishes for a Merry Christmas and a Happy New Year. He announces that the next Town Council meeting will take place on Thursday, January 2, 2025, at 7:00 p.m., during which three Council members will be sworn in. He also reminds everyone about the Golf Cart Parade scheduled for Saturday, December

28, 2024, accompanied by food trucks.

Councilman Wollitz, shares that the Hilliard Volunteer Fire Department Santa Run was a success, with generous donations of \$500 each from Winn-Dixie and Walmart. He expresses heartfelt gratitude to the department.

Councilman Michaels, wishes everyone a Merry Christmas and a happy, prosperous New Year.

Councilman Hunter, extends wishes for a Merry Christmas and a Happy New Year as well.

Council Pro Tem Pickett, also wishes everyone a Merry Christmas and shares his joy at seeing Santa around Town during the Santa Run.

ADMINISTRATIVE STAFF

PRESENT:

Town Clerk, Lisa Purvis

Interim Public Works Director, Cory Hobbs

Interim Assistant Public Works Director, Charles Chavarria

ABSENT:

Parks & Recreation Director, Gabe Whittenburg

Interim Public Works Director Cory Hobbs, extends his wishes for a Merry Christmas and a Happy New Year.

TOWN ATTORNEY

Town Attorney Christian Waugh, also wishes everyone a Merry Christmas and a Happy New Year, noting that he looks forward to seeing everyone at the January 2, 2025, meeting.

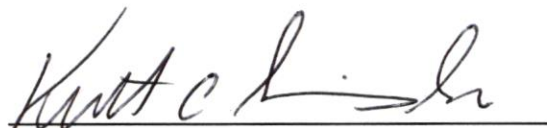
ADJOURNMENT

Motion to adjourn at 8:07 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 2nd day of January, 2025 by the Hilliard Town Council, Hilliard, Florida.



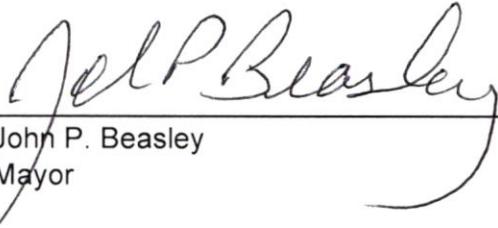
Kenneth A. Sims, Sr.
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



John P. Beasley
Mayor