

# 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

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## MINUTES

THURSDAY, FEBRUARY 20, 2025, 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 (LATE: 7:20 p.m.)  
Council President Kenny Sims  
Council Pro Tem Lee Pickett  
Councilman Jared Wollitz  
Councilman Dallis Hunter  
Councilman Joe Michaels

## PROCLAMATIONS

ITEM-1 Town Council to designate March 3, 2025, through March 9, 2025, as "Flood Awareness Week" in the Town of Hilliard.  
***John P. Beasley – Mayor***

Council President Sims proclaims March 3, 2025, through March 9, 2025, as "Flood Awareness Week" in the Town of Hilliard.

**REGULAR MEETING**

ITEM-2 Additions/Deletions to Agenda

ITEM-4 Interim Public Works Director Cory Hobbs requests Item to be deleted from the agenda.

ITEM-15 Interim Public Works Director Cory Hobbs requests to add item to the agenda for the termination of Public Works Department employee

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-3 Town Council approval for the Capital Budget Expenditure for Fire Hydrant Flow Test with W.W. Gay in the amount of \$11,616.00

**Cory Hobbs – Interim Public Works Director**

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-4 Town Council approval of the update on old Town Hall and Volunteer Fire Department Generator Project.

**Cory Hobbs – Interim Public Works Director**

Item deleted for this agenda.

ITEM-5 Town Council to set the Annual Joint Workshop with the Nassau County School Board for Monday, March 3, 2025, at 6:00 p.m.

**Lisa Purvis, MMC – Town Clerk**

Motion to set the Annual Joint Workshop with the Nassau County School Board for Monday, March 3, 2025, at 6:00 p.m.

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-6 Town Council approval of the Northeast Florida Fair Association Rental Agreement for the hosting of the Vietnam’s Voices Traveling Memorial Wall from April 17 through April 21, 2025, at the Northeast Florida Fair Grounds.

**Alicia Head – Public Information Officer & Event Coordinator**

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-7 Town Council update regarding Public Hearing & Regular Meeting action on Ordinance No. 2024-13, was postponed / tabled at the applicant’s request on January 16, 2025. The applicant has now requested to withdraw the application

for consideration.

**Lee Anne Wollitz- Land Use Administrator**

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-8 Town Council update regarding Public Hearing & Regular Meeting action on Ordinance No. 2024-14, was postponed / tabled at the applicant's request on January 16, 2025. The applicant has now requested to withdraw the application for consideration.

**Lee Anne Wollitz- Land Use Administrator**

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-9 Town Council approval of the FY 2025 Revenues and Expenditures Report for the period ending December 30, 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 approve increase in the hours for the Land Use Administrator from 20 to 30 office hours per week.

**Lee Anne Wollitz – Land Use Administrator**

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-11 Town Council approval of the Minutes for the February 6, 2025, Regular Meeting.

**Lisa Purvis, MMC – Town Clerk**

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

ITEM-12 Town Council approval of Alberre Appraisal Group, Payable through January 10, 2025, Project Name: Acquire Land on the North Side at Hilliard Airpark in the amount of \$3,200.00.

**FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM GRANT \$464,000**

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-13 Town Council approval of PQH Group, Payable through January 22, 2025, Project Name: Hurricane Shelter / Community Center Project in the amount of



\$11,000.00.

**FDEM 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT \$572,000**

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-14 Town Council approval of Island Hopper Home Repairs, Payable through February 3, 2025, Project Name: Gym Maintenance in the amount of \$5,000.00.  
**CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$36,750**

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

**ADDED ITEMS**

- ITEM-15 Town Council approval of the termination of Phillip Bouchillon in the Public Works Technician position effective February 18, 2025.  
***Cory Hobbs – Interim 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

**ADDITIONAL COMMENTS**

**PUBLIC**

**Susan McClain, 37847 Henry Smith Road, Hilliard**, expresses concern about potential flooding due to the proposed development adjacent to her property.

**Orin McClain, 37847 Henry Smith Road, Hilliard**, emphasizes that the Town should be managed like a business, with unnecessary matters set aside. He further notes that Town Council members are elected by the citizens. Additionally, he raises concerns about the zoning of his property and stresses the need for ditch maintenance before the development begins.

**MAYOR & TOWN COUNCIL**

**Councilman Wollitz**, states that the wife of a Volunteer Firefighter has passed away and asks everyone to keep the family in their prayers. He also reports that the Fire Department has completed all hose testing over the past month. Additionally, he requests prayers for Town Clerk Lisa Purvis and Councilman Hunter's wife as they recover. He clarifies that the ditches on Henry Smith Road are maintained by the Nassau County, meaning the Town has no authority to clean them.

**Councilman Michaels**, commends Parks & Recreation Director Gabe Whittenburg, stating that the department is thriving with sports activities.

**Councilman Hunter**, shares that he is working on scheduling a meeting with the Airpark to address concerns discussed over the past several months and expects to provide an update soon. He also asks the Land Use Administrator to give an update on Tompkins Preserve.

**Mayor Beasley**, apologizes for his tardiness, citing heavy traffic from Orlando. He thanks Council President Sims for leading the meeting and encourages everyone to attend Food Truck Friday on February 28, 2025.

#### **ADMINISTRATIVE STAFF**

##### **PRESENT:**

Interim Public Works Director Cory Hobbs  
Land Use Administrator Lee Anne Wollitz

##### **ABSENT:**

Town Clerk Lisa Purvis  
Parks & Recreation Director Gabe Whittenburg

**Interim Public Works Director Cory Hobbs**, announces that Henry Smith Road will be repaved at the contractor's expense, as the original paving did not meet Nassau County's standards and requirements.

**Land Use Administrator Lee Anne Wollitz**, reports that she and Councilman Hunter met with those overseeing the Tompkins Preserve Project. She explains that the completed flow testing did not meet the Town's standards, leading her to send proposals to the project's engineer. He has inquired about the necessity of completing additional utility projects in advance, which may require a complete redesign of their plans. As a result, the developers have requested that the Town temporarily pause the project. She expects to have an update at the beginning of next week.

**Councilman Hunter**, emphasizes that projects of this nature are not finalized during Public Hearings, as extensive work is required throughout the process. He recalls for the workshop held earlier tonight with a retired city manager who summed it up well, stating that while growth is inevitable, it is the Town's responsibility to ensure developments adhere to established standards.

#### **TOWN ATTORNEY**

**Town Attorney Christian Waugh**, announces that the Geiger property at the Airpark has officially closed and is now owned by the Town. He adds that they are in the final stages of litigation, working on a case to quiet the title and resolve outstanding issues, along with a motion for summary judgment.

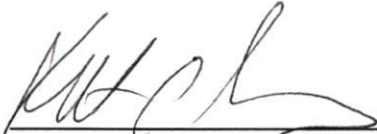
#### **ADJOURNMENT**

Motion to adjourn at 7:26 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

Approved this 6<sup>th</sup> day of March, 2025 by the Hilliard Town Council, Hilliard, Florida.



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Kenneth A. Sims, Sr.  
Council President

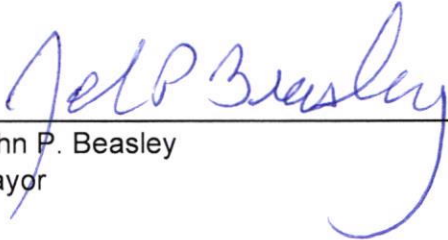
ATTEST:



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Lisa Purvis  
Town Clerk

APPROVED:



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John P. Beasley  
Mayor