

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, JUNE 19, 2025, 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 (TEAMS)
Council President Kenny Sims
Councilman Jared Wollitz
Councilman Dallis Hunter
Councilman Joe Michaels

ABSENT

Council Pro Tem Lee Pickett

REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

No additions to or deletions from the agenda.

ITEM-2 Town Council approval of the FDEP required 2025 Collection System Action Plan and Power Outage Contingency Plan Proposal for the Wastewater System, with

CPH Consulting, LLC, in the amount of \$20,500.

Jody Wildes – Lead WWTP Operator

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

Voting Yea: Council President Sims, Councilman Wollitz, Councilman Hunter, Councilman Michaels

- ITEM-3 Town Council approval of the Minor Subdivision Application 20250521.1 for Hooked on Leaning LLC. Parcel ID No. 17-3N-24-0000-0006-0000.

Lee Anne Wollitz – Land Use Administrator

Motion made by Councilman Wollitz, Seconded by Councilman Hunter.

Voting Yea: Councilman Wollitz, Councilman Hunter, Councilman Michaels

Voting Abstaining: Council President Sims

- ITEM-4 Town Council approval of the Capital Budget Expenditure for the replacement of one of the Town Hall AC Unit.

Lisa Purvis, MMC – Town Clerk

Motion to approve the Capital Budget Expenditure for the replacement of one of the Town Hall AC Units with Complete Comfort Specialists, in the amount of \$8,186.84.

Motion made by Councilman Wollitz, Seconded by Councilman Michaels.

Voting Yea: Council President Sims, Councilman Wollitz, Councilman Hunter, Councilman Michaels

- ITEM-5 Town Council to set Workshops for the review and discussion of the Fiscal Year 2025-2026, TRIM and Budget.

Lisa Purvis, MMC – Town Clerk

Motion to set the following Workshops:

- Thursday, July 3, 2025, at 6:00 p.m.
- Monday, July 7, 2025, at 6:00 p.m.
- Thursday, July 17, 2025, at 6:00 p.m.

Motion made by Councilman Wollitz, Seconded by Councilman Hunter.

Voting Yea: Council President Sims, Councilman Wollitz, Councilman Hunter, Councilman Michaels

- ITEM-6 Town Council approval to payoff the USDA Bond Loan #93-07, to save 4.5% interest over the next 12 plus years totaling \$195,978.

Lisa Purvis, MMC – Town Clerk

Motion to approve the Bond Loan pay off in the amount of \$611,822.05, on June 28, 2025.

Motion made by Councilman Wollitz, Seconded by Councilman Michaels.

Voting Yea: Council President Sims, Councilman Wollitz, Councilman Hunter, Councilman Michaels

- ITEM-7 Town Council approval of the Minutes for the June 5, 2025, Public Hearing & Regular Meeting.
Lisa Purvis, MMC – Town Clerk
- Motion made by Council President Sims, Seconded by Councilman Hunter.
Voting Yea: Council President Sims, Councilman Wollitz, Councilman Hunter, Councilman Michaels
- ITEM-8 Town Council approval of AECOM, Payable through May 30, 2025, Project Name: Obstruction removal on the ends of the North & South runway at the Hilliard Airpark in the amount of \$12,521.00.
FDOT PTGA 100% GRANT FUNDED PROJECT \$300,000; AECOM S.A. NO. 22 LUMP SUM CONTRACT \$62,605
- Motion made by Council President Sims, Seconded by Councilman Hunter.
Voting Yea: Council President Sims, Councilman Wollitz, Councilman Hunter, Councilman Michaels
- ITEM-9 Town Council approval of Aerzen, Payable through May 29, 2025, Project Name: Aerzen Blower Replacement in the amount of \$27,940.44.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$27,540
- Motion made by Council President Sims, Seconded by Councilman Wollitz.
Voting Yea: Council President Sims, Councilman Wollitz, Councilman Hunter, Councilman Michaels
- ITEM-10 Town Council approval of Atlantic Pipe Services, Payable through February 20, 2025, Project Name: Sewer Manhole Repair Fourth and Mill Street in the amount of \$11,620.00.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$100,000
- Motion made by Councilman Hunter, Seconded by Councilman Michaels.
Voting Yea: Council President Sims, Councilman Wollitz, Councilman Hunter, Councilman Michaels
- ITEM-11 Town Council approval of Manzie & Drake Land Surveying, Payable through June 4, 2025, Project Name: Land Along Eastwood Road at the Hilliard Airpark in the amount of \$3,600.
FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM GRANT \$175,000.00
- Motion made by Councilman Hunter, Seconded by Council President Sims.
Voting Yea: Council President Sims, Councilman Wollitz, Councilman Hunter, Councilman Michaels
- ITEM-12 Town Council approval of PQH Group, Payable through June 5, 2025, Project Name: Hurricane Shelter / Community Center Project in the amount of \$87,250.00.
FDEM 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT \$572,000

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

ADDITIONAL COMMENTS

PUBLIC

No public comments.

MAYOR & TOWN COUNCIL

Councilman Wollitz, expresses how nice it was to see Planning & Zoning Board Vice Chair Harold "Skip" Frey back in attendance at the Town Council Meeting following his recent surgery.
Mayor Beasley, announces that Food Truck Friday will take place next weekend on Saturday, June 28, 2025, along with the Patriotic Golf Cart Parade. He encourages everyone to come out and enjoy the food trucks, live music, and the parade.

ADMINISTRATIVE STAFF

PRESENT:

Town Clerk Lisa Purvis

Interim Public Works Director Cory Hobbs

ABSENT:

Parks & Recreation Director Gabe Whittenburg

Councilman Michaels, speaking on behalf of Parks & Recreation Director Gabe Whittenburg, shares that Gabe is doing well and currently completing a few final repairs to the pool.

TOWN ATTORNEY

No comments.

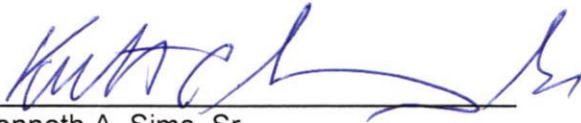
ADJOURNMENT

Motion to adjourn at 7:16 p.m.

Motion made by Councilman Hunter, Seconded by Councilman Wollitz.

Voting Yea: Council President Sims, Councilman Wollitz, Councilman Hunter, Councilman Michaels

Approved this 3rd day of July, 2025 by the Hilliard Town Council,
Hilliard, Florida.



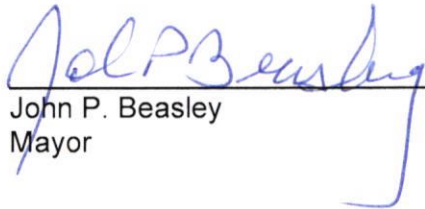
Kenneth A. Sims, Sr.
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



John P. Beasley
Mayor

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME <i>Sims Kenneth Allen</i>		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <i>Hilliard Town Council</i>	
MAILING ADDRESS <i>P O Box 1335</i>		THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF:	
CITY <i>Hilliard</i>	COUNTY <i>NASSAU</i>	<input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY	
DATE ON WHICH VOTE OCCURRED <i>6-19-2025</i>		NAME OF POLITICAL SUBDIVISION:	
		MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTEE	

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, Kenneth A. Sims, hereby disclose that on June 19, 2025:

(a) A measure came or will come before my agency which (check one or more)

- ☐ inured to my special private gain or loss;
- ☐ inured to the special gain or loss of my business associate, _____;
- ☒ inured to the special gain or loss of my relative, Daughter;
- ☐ inured to the special gain or loss of _____, by
whom I am retained; or
- ☐ inured to the special gain or loss of _____, which
is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

6-19-25

Date Filed

Kenneth A. Sims

Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.