

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, OCTOBER 19, 2023, 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. 2023-14 - Repeal and Replace Chapter 62 Zoning and Land Development Regulations

Open Public Hearing
An Ordinance Repealing and Replacing Chapter 62 Zoning and Land Development Regulations.
Mayor Beasley

Call for Public Comments
Close Public Hearing on Ordinance No. 2023-14

Following no public comments motion is made to close the Public Hearing at 7:01 p.m.

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

TOWN COUNCIL ACTION

Town Council to consider adopting Ordinance No. 2023-14, on First Reading and Set Public Hearing & Final Reading on December 7, 2023.

Motion made by Council President Sims, Seconded by Councilman Wollitz

In discussion Councilman Wollitz states that he would like for the Town Council to consider allowing mobile homes as a permissible use in the R-3 Multi-Family, Zoning District. He then questions why enclosed buildings/retail are permissible by exception and not a permissible use in the M-1, Manufacturing, Zoning District but are in the C-1, Commercial, Zoning District,

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

Motion to set a Joint Workshop to discuss making discussed changes to the Land Development Regulations prior to final adoption for Monday, October 30, 2023, at 7:00 p.m.

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

MAYOR To call on members of the audience wishing to address the Council on matters not on the Agenda.

Sandra Street, 27267 Goodwin Road, Hilliard, address the Council regarding having a Prayer Walk in the Town of Hilliard. Mayor Beasley advises Ms. Street to call Town Hall in order to be placed on the next scheduled meeting Agenda.

PRESENTATIONS

ITEM-2 Presentation of Florida League of Cities City Government Week, October 16th – 22nd, 2023 Essay Contest Winners “If I were the Mayor of Hilliard.....”.
John P. Beasley – Mayor

Mayor Beasley, reads essays and presents Mirabel Hanks and Kenzy H. with Honorable Mention Certificates, then presents Winner Certificates and cash prizes to Logan Von, Third Place \$20, Ryker Thornton, Second Place \$30, and finally Brayden R., First Place \$50.

PROCLAMATIONS

- ITEM-3 Town Council to Proclaim October 2023 as "Emily Adkins Blood Clot Awareness Month".

Mayor Beasley

Mayor Beasley, presents the Proclamation proclaiming October 2023 as "Emily Adkins Blood Clot Awareness Month" to **Mr. Doug and Janet Adkins**, and reads the proclamation in its entirety.

Mr. and Mrs. Adkins accept the Proclamation and Mr. Adkins thanks Mayor Beasley and the Town Council. Mr. Adkins continues stating the importance of advocating for oneself and knowing your family medical history as a way of preventing blood clots. He urges the Town Council to adopt protocols as to what should be done should one suffer from a blood clot; ending his speech by stating how grateful he and Mrs. Adkins are.

REGULAR MEETING

- ITEM-4 Additions/Deletions to Agenda

ITEM - 23 Name an Interim Public Works Director until a new Public Works Director is hired.

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

- ITEM-5 Town Council to consider Ordinance No. 2023-15, Amending Chapter 54, Traffic and Vehicles, Article III, Golf Carts, to correct the original placement from section 54-31 – 54-36 to 54-61 – 54-66; and Amending Section 54-64, Limitations on Operating Golf Carts to Comply with Recently Enacted Amendments to State Law. Adopting on First Reading and Set Public Hearing & Final Reading for November 16, 2023.

Lisa Purvis, MMC – Town Clerk

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-6 Town Council to consider Ordinance No. 2023-16, Amending Chapter 58, Utilities, to Establish Approval Procedures for Drain Field Locations, Grant the Town of Hilliard the Authority to Include Conditions for Septic Tank Approvals, Mandate Affidavits for Drain Filled Boundary Compliance, and Require Post-Construction Surveys Prior to Issuance of Certificates of Occupancy. Adopting on First Reading and Set Public Hearing & Final Reading for November 16, 2023.

Lisa Purvis, MMC – Town Clerk

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-7 Town Council decision of the Town of Hilliard's Project Funding Requests at the 2024 Nassau Delegation, Public Hearing to be held Wednesday, October 25, 2023.

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-8 Town Council approval of the request for Municipal Grant Funding in the amount of \$50,000 for the Town Hall Park Public Facility from the Nassau County Board of Commissioners.

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-9 Town Council Approval of a Donation Request for the West Nassau Air Force Junior Reserves Officers' Training Corps (JROTC).

Lisa Purvis, MMC – Town Clerk

Town Council approval of a Donation in the amount of \$250.00 to the West Nassau Air Force Junior Reserves Officers' Training Corps (JROTC).

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-10 Town Council to set a date for a Joint Workshop with the Planning & Zoning Board to discuss the Kings Crossing Project.

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-11 Town Council to review and accept the Land Use Administrators Quarterly Report for July 1, 2023, through September 30, 2023.

Lee Anne Wollitz – Land Use Administrator

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 review and accept the Code Enforcement Officer's Quarterly Report for July 1, 2023, through September 30, 2023.
Delvin Miley, Jr. – Code Enforcement Officer
- 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-13 Town Council to review and accept the Building Official's Quarterly Report for July 1, 2023, through September 30, 2023.
Bryan Higginbotham – Building Official
- 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-14 Town Council approval of Position Process for Gerald Bandy's Transition from Introductory/Probationary Status to Regular Part-Time
Gabe Whittenburg – Parks & Recreation Director
- 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 the Public Works Assistant Director recommendation to move Justin Tuten into the new position of Streets and Water & Sewer Technician / Backflow Prevention Coordinator.
Cory Hobbs – Assistant Public Works Director
- 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-16 Town Council to Appoint Authorized Business Officers for the Southeastern Bank Mastercard Accounts.
Lisa Purvis, MMC – Town Clerk
- 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-17 Town Council to Set a Series of Workshops to Review Applications & Resumes and Interview & Rank Selected Candidates for the Position of Public Works Director.
Lisa Purvis, MMC – Town Clerk
- 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-18 The Town Council to Allow Vacation of Right of Way for the Vacation of Block 166, Alley to move to Final Application. Application No. 20230726.1, Block 166 Alley, Property Owner – Ursula Jones.
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-19 Town Council approval of the Minutes from the October 5, 2023, 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-20 Town Council approval of Nassau County Public Library System Donation for Fiscal Year 2023-2024, to Friends of the Hilliard Branch Library in the amount of \$8,000.00.
BUDGETED DONATION FROM GENERAL FUND TO CULTURE AND RECREATION
- Motion made by Councilman Wollitz, Seconded by Council President Sims.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels
- ITEM-21 Town Council approval of Moody Williams Appraisal Group, Payable through October 11, 2023, Project Name: Florida Department of Transportation Land North in the amount of \$600.00
FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM GRANT \$464,000.00
- 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-22 Town Council approval of Suez Annual Payment No. 3 of 5, Payable through October 1, 2023, Project Name: Advanced Metering Infrastructure (AMI), in the amount of \$109,533.00.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$547,765.00
- 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

ADDED ITEMS

- ITEM-23 Appointment of Interim Public Works Director, until New Public Works Director is Hired.

Motion to appoint Cory Hobbs as Interim Public Works Director until new Director is hired and to retro his pay back to when Mr. Rowe retired at Mr. Rowe's rate of pay.

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

ADDITIONAL COMMENTS

PUBLIC

No public comment.

MAYOR & TOWN COUNCIL

Mayor & Town Council Members, all comment on how great the Hilliard Harvest Festival was and how much the citizens really enjoyed it and thank Nassau County for the \$50,000 municipal grant funding for needed improvements to the Town Hall Park.

Councilman Wollitz, states how glad he is to see the County and Town working together.

Councilman Michaels, thanks Event Coordinator, Alicia Head, for all of her work on the Hilliard Harvest Festival.

Mayor Beasley, reads the profit sheet from the Hilliard Car Show Event and the Hilliard Harvest Festival and states that all profits go back into future Town events. That the Town plan to use the funds from the Nassau County Municipal Grant to widen the sidewalk walking path at the Town Hall Park, to fence in the retention pond beside the Town Hall Park and to run fiber optics from the Town Hall to Town Hall Park.

Alicia Head, Events Coordinator and Gabe Whittenburg, Parks & Recreation Director, mention the Mural that is planned for the storage building at the Town Hall Park. The Council advise that this agreement will need to be on the November 2, 2023, agenda for approval.

Alicia Head, Events Coordinator, advises everyone that the last Friday of the month is Food Truck Friday, starting October 27, 2023, from 4:00 p.m. to 8 or 9:00 p.m.

ADMINISTRATIVE STAFF

PRESENT

Town Clerk, Lisa Purvis

Interim Public Works Director, Cory Hobbs

Parks & Recreation Director, Gabe Whittenburg

Parks & Recreation Director, Gabe Whittenburg, advises everyone that Volleyball starts Saturday and there were 75 girls signed up to start.

TOWN ATTORNEY

No comments.

ADJOURNMENT

Motion made to adjourn at 8:13 p.m.

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

Approved this 3rd day of November, 2023 by the Hilliard Town Council, Hilliard, Florida.



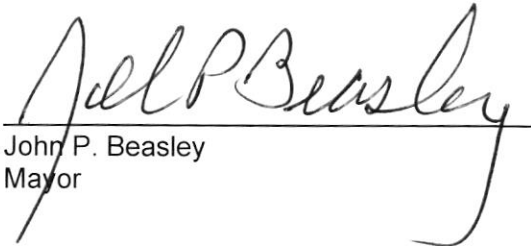
Kenneth A. Sims, Sr.
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



John P. Beasley
Mayor