

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
Joel Hall P.E., Public Works Director
Gabe Whittenburg, Parks & Rec Director

TOWN ATTORNEY

Christian Waugh

MINUTES

THURSDAY, DECEMBER 07, 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 - Repealing and Replacing Chapter 62 Zoning and Land Development Regulations of the Hilliard Town Code
An Ordinance Repealing and Replacing Chapter 62 Zoning and Land Development Regulations of the Hilliard Town Code
Mayor Beasley

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

Following no public comments, motion to close the Public Hearing at 7:02 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 adopt Ordinance No. 2023-14, on Second and Final Reading.

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-2 Resolution No. 2023-22 - Adopting the Public Lands Inventory
For Property to which the Town Holds a Fee Simple Title that is Appropriate for
use as Affordable Housing
Mayor Beasley

Call for Public Comment
Close Public Hearing on Resolution No. 2023-22

Following no public comments, motion to close the Public Hearing at 7:06 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

TOWN COUNCIL ACTION

Town Council to adopt Resolution No 2023-22, on First and Final Reading.

Motion made by Councilman Wollitz, Seconded by Councilman Hunter.
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 to Adopt Resolution No. 2023-24, Amending the Town of Hilliard
Personnel Policy Procedures Manual as it relates to Vacation Benefits.
Lisa Purvis, MMC – Town Clerk

Motion to set Workshop for Tuesday, December 12, 2023, at 6:00 p.m. to further
discuss Resolution No. 2023-24 and to place this item on the December 21,
2023, agenda.

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-5 Town Council Approval of the Capital Purchase for the Wastewater Treatment Plant of Two GLS Samplers with 2.5 – Gallon Polypropylene Bottle from Instrument Specialties for a total cost of \$8,864.00.

Jody Wildes – Lead Wastewater Operator

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-6 Town Council Approval of the Capital Purchase of a Maverick HD 48" Kawasaki FX691 22HP Zero Turn Lawn Mower for a total cost of \$7,182.00.

Cory Hobbs – Assistant Public Works Director

Motion made by Councilman Wollitz, 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 Capital Purchase of a Wastewater Treatment Plant Operator Interface Upgrade from Fluidyne Corporation and the Installation by Energy Engineering Systems, LLC, for a total cost of \$8,267.00.

Jody Wildes – Lead Wastewater Operator

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 Capital Purchase of a U-View Ultra, 200' System, complete with On-Screen Data Footage and Level Eye Self-Leveling Color Camera, included Tracker II Inline System with Receiver for Jet Rig, for a total cost of \$9,665.00.

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-9 Town Council Approval of Position Process for Calen Burnette's Transition from Introductory/Probationary Status to Regular Full-Time.

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-10 Town Council Approval of Position Process for Loree Whiddon's Transition from Temporary Part-Time 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-11 Town Council Approval of the Public Works Director's Recommendation to hire Phillip Bouchillon for the Position of Public Works Technician with a Starting Date of December 11, 2023, at \$16.23 per hour.
Joel Hall P.E. – Public Works Director

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

Councilman Wollitz, asks Public Works Director, Joel Hall P.E., if Phillip Bouchillon has any certifications from his past position in a Public Works Department. Public Works Director, Joel Hall P.E., states that Mr. Bouchillon does not.

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

- ITEM-12 Town Council to Discuss Employee Position Description Changes and the Approvals Needed in Order to Make Changes.
John P. Beasley – Mayor

Town Council to set a Workshop at the beginning of the New Year to discuss further.

- ITEM-13 Town Council Approval of Workshop Minutes beginning July 11, 2023, through September 25, 2023.
Lisa Purvis, MMC - Town Clerk

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-14 Town Council Approval of the Minutes for the November 16, 2023, Public Hearing & 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-15 Town Council Approval of Moody Williams Appraisal Group, Payable through November 16, 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 Hunter.
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman
Wollitz, Councilman Hunter, Councilman Michaels

- ITEM-16 Town Council Approval of Moody Williams Appraisal Group, Payable through
November 14, 2023, Project Name: Florida Department of Transportation Land
North in the Amount of \$1,500.00.
FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM GRANT
\$464,000.00

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

ADDITIONAL COMMENTS

PUBLIC

No public comments.

MAYOR & TOWN COUNCIL

Town Council, comments how everyone loved the Christmas Tree Lighting at the Town
Hall Park Facility that was held Saturday, November 25, 2023.

Councilman Michaels, asks that we remember our Veterans today in remembrance of
Pearl Harbor Day.

Mayor Beasley, thanks all the Christmas Market vendors, food trucks, and all staff, and the
Town's Event Coordinator and Administrative Assistant, Alicia Head. He reminds every one
of the Golf Cart Parade on Saturday, December 9, 2023, and that food trucks will be there,
and that Santa Claus and the Grinch will be in attendance.
He continues stating that the State of the Town's Address will be delivered in January 2024.

ADMINISTRATIVE STAFF

Public Works Director Joel Hall P.E., follows up with Council President Sims and informs
Town Council of an emergency manhole repair that he has spearheaded on Missouri Street
and West Second Avenue that will likely be completed by the following Thursday,
December 14, 2023.

Town Clerk Lisa Purvis, states that she will be out the week of December 11, 2023, and
asks Town Council if it would be okay that the Agenda for the next Regular Meeting be
published on December 18, 2023, instead of December 15, 2023. She is also trying to get
the FDOT 10% grant on the next agenda and the extra time may aid in that.

Informs Town Council of the Nassau County Vision 2050, that was presented to her via the
Nassau County Manager, Taco Pope, where each Council Member will be interviewed via
Zoom.

The Nassau County Vulnerability Assessment, if any Council Members would like to be
involved in that study to directly email the Nassau County Planning Department.

The Hilliard Volunteer Fire Department Run Reimbursement will be on the Agenda for
December 21, 2023.

The setting of a Joint Workshop in January or February of 2024 with the Nassau County

School Board will also be on the Agenda for December 21, 2023.
Reminds Town Council of the Staff Christmas Party as well.

TOWN ATTORNEY

Mayor Beasley, state that he has heard that Town Attorney Christian Waugh will be bringing his family to the next meeting and asks what kind of candy his daughter likes, he responds saying that she like Ring Pops, Fruit Rollups, and Chocolate.

Town Attorney Christian Waugh, states that he has been with the Town of Hilliard for five years and he appreciates the opportunity to continue working with the Town.

ADJOURNMENT

Motion made to adjourn at 7:56 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

Approved this 21st day of December, 2023 by the Hilliard Town Council, Hilliard, Florida.



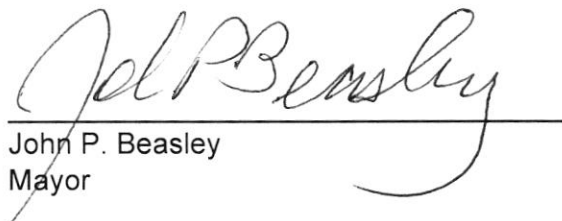
Kenneth A. Sims, Sr.
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



John P. Beasley
Mayor