

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, SEPTEMBER 05, 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. 2024-07 – Amending the Hilliard Comprehensive Plan, Future Land Use Map designation of that certain property consisting of 16.32 acres, more or less; located on the east side of US HWY 1 and south of Cosmos Trail, Hilliard, FL, Nassau County Parcel No.15-3N-24-2320-0017-0020 and Parcel No. 15-3N-24- 2320-0019-0010; Adding the designation of Commercial; providing for severability; and providing for an effective date.

Mayor Beasley

Courtney Gaver of Roger Towers Attorneys at Law with Lofty

Neighborhood, provides a brief presentation, and advises to the Town Council that the language for the private lift station was added to the Written Description of the PUD Ordinance as requested.

Call for Public Comments

Close Public Hearing on Ordinance No. 2024-07

Following no public comments, motion to close Public Hearing on Ordinance No. 2024-07 at 7:03 p.m.

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

TOWN COUNCIL ACTION

Town Council to adopt Ordinance No. 2024-07, on Second & Final Reading.

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-2

Ordinance No. 2024-08 – Changing the Zoning Designation from Nassau County Zoning Open Rural to Town Zoning C-1, General Commercial District; for the 16.32 acres parcels more or less; located on the east side of US HWY 1 and south of Cosmos Trail, Hilliard, FL, Nassau County; and providing an effective date.

Mayor Beasley

Call for Public Comments

Close Public Hearing on Ordinance No. 2024-08

Following no public comments, motion to close Public Hearing on Ordinance No. 2024-08 at 7:04 p.m.

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

TOWN COUNCIL ACTION

Town Council to adopt Ordinance No. 2024-08, on Second & Final Reading.

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-3

Ordinance No. 2024-09 – Amending the Hilliard Comprehensive Plan, Future Land Use Map designation of that certain property consisting of 21.03 acres, more or less; located on the east side of US HWY 1 at Cosmos Trail, Hilliard, FL, Nassau County Parcel No. 15-3N-24-2320-0017-0010; adding the designation of Commercial and High Density Residential; providing for severability; and

providing for an effective date.

Mayor Beasley

Call for Public Comments

Close Public Hearing on Ordinance No. 2024-09

Following no public comments, motion to close Public Hearing on Ordinance No. 2024-09 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 adopt Ordinance No. 2024-09, on Second & 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-4

Ordinance No. 2024-10 – Changing the Zoning Designation from Nassau County Zoning Open Rural to Town Zoning PUD, Planned Unit Development; for the property located on the east side of US HWY 1 and south of Eastwood Road; described in Attachment "A", Legal Description; specifically described in Attachment "B" Written Description; and Attachment "C" Site Plan; providing for severability, repealer, and setting an effective date.

Mayor Beasley

Call for Public Comments

Close Public Hearing on Ordinance No. 2024-10

Following no public comments, motion to close Public Hearing on Ordinance No. 2024-10 at 7:06 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. 2024-10, on Second & Final Reading.

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-5

Ordinance No. 2024-11 – Setting the Town of Hilliard, Tentative Millage Rate for the Fiscal Year 2024-2025.

Mayor Beasley

Call for Public Comments

Close Public Hearing on Ordinance No. 2024-11

Following no public comments, motion to close Public Hearing on Ordinance No. 2024-11 at 7:07 p.m.

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

TOWN COUNCIL ACTION

Town Council to adopt Ordinance No. 2024-11, on First Reading and to set a Public Hearing & Final Reading on Friday, September 20, 2024.

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-6 Ordinance No. 2024-12 – Setting the Town of Hilliard, Tentative Budget for the Fiscal Year 2024-2025.

Mayor Beasley

Call for Public Comments
Close Public Hearing on Ordinance No. 2024-12

Following no public comments, motion to close Public Hearing on Ordinance No. 2024-12 at 7:08 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 adopt Ordinance No. 2024-12, on First Reading and set a Public Hearing & Final Reading on Friday, September 20, 2024.

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

The Town Council to set a Workshop for September 10, 2024, at 6:00 p.m. to review and discuss the Fiscal Year 2024/2025 Budget and Capital Plan.

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

REGULAR MEETING

ITEM-7 Additions/Deletions to Agenda

ITEM-21 Town Hall Phone Tree Discussion

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-8 Town Council to approve Engineering Service Agreement with Mittauer & Associates, Inc. for the Florida Commerce Rural Infrastructure Funds for the construction of an 8" Parallel Water Main Extension to FAA Center in the amount of \$199,680.

Lisa Purvis, MMC – Town Clerk

John Petrohovich & Tim Norman with Mittauer & Associates, Inc. are present and explain the Florida Rural Infrastructure Fund grant program and advise that the Town is eligible for up to \$300,000 for engineering or 100% for project construction. The 8" water main extension for the FAA Center is an eligible project and the construction portion of the project is estimated at \$1,000,000. The council question what happens if the project approves the engineering, and the construction funds are not funded. They are advised that the Town will have a shovel-ready project so that they can continue to submit applications for funding.

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 pre-approval of a FAA FY 2024 Airport Improvement Program (AIP) Grant Offer No. 03-12-0099-017-2024, project description Land Acquisition Runway 18 (North) Approach (Phase 1) of the Hilliard Airpark.

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-10 Town Council approval to adopt Resolution No. 2024-14, accepting a Florida Department of Transportation offer of a Public Transportation Grant Agreement and authorizing and directing the Hilliard Town Council to accept such agreement, for the Design & Construction of Turf Runway Improvements at the Hilliard Airpark.

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-11 Town Council approval of the Minor Subdivision as proposed with the three listed conditions. Application No. 20240716. Parcel ID No. 09-3N-24-0000-0024-0000. Property Owner- Doug Loyd.

Lee Anne Wollitz – Land Use Administrator

Planning & Zoning Board recommend the approval of the Minor Subdivision with the listed conditions.

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-12 Town Council to discuss and decide on a donation to the Hilliard High School CNA Program for needed program items.
Lisa Purvis, MMC – Town Clerk

Motion to approve a \$250 donation to the Hilliard High School CNA Program to be added to the September 19, 2024, Payables.

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-13 Town Council to consider Park Facility Use Agreement and Exemption for Rivers Edge Church's community wide event at the Town Hall Park on Sunday, September 29, 2024, 7:00 a.m. through 1:00 p.m.
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-14 Town Council approval of Pool Rental Agreement between Nassau County School District and Town of Hilliard for Hilliard Middle Senior High School and West Nassau High School Swim Teams.
Gabe Whittenburg – Parks & Recreation 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-15 Town Council approval of Bus Rental Agreement between Nassau County School District and Town of Hilliard for bus rental for After School Program.
Gabe Whittenburg – Parks & Recreation Director

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-16 Town Council approval of the Parks & Recreation Director's recommendation to fill the new full-time position of Program Manager.
Gabe Whittenburg – Parks & Recreation 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

- ITEM-17 Town Council to approve the Grant Administration Services Contract from Fred Fox Enterprises, Inc. for the FDEM Hurricane/Community Shelter Grant # F0122

Project in the amount of \$189,900.00.
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-18 Town Council to approve moving the Architect & Engineering Services Contract approval for the FDEM Hurricane/Community Shelter Grant # F0122 Project, to the September 19, 2024, regular meeting.
Lisa Purvis, MMC – Town Clerk

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-19 Town Council approval of the Minutes for the August 8, 2024, & August 15, 2024, Workshop, and the August 15, 2024, Public Hearing & Regular Meeting.
Lisa Purvis, MMC – Town Clerk

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

ITEM-20 Town Council approval of Moody Williams Appraisal Group LLC, Payable through August 21, 2024, Project Name: Acquire Land on the North Side at the Hilliard Airpark in the amount of \$500.
**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

ADDED ITEMS

ITEM-21 Town Council to discuss the Phone Tree at Town Hall.
Mayor Beasley

The Town Council states that the phone tree is to be removed from the phones at Town Hall until the configuration can be reviewed and discussed with Guy Riner, IT.

ADDITIONAL COMMENTS

PUBLIC

Nadine Loyd, 371925 South Pine Street, asks Town Council regarding the increase in water and sewer rates, if there is a cap on the amount that can be charged and the length of years that rates can be charged.

Town Clerk Lisa Purvis, explains that the Town's Utility Ordinance dictates that the Town

is to raise the water and sewer rates annually in October so that it mirrors the Municipal Cost Index, which is a combination of the 3 inflations, that's published in the American Cities and County's Magazine. The Town donates \$10,000 annually to the Council on Aging to aid in water and sewer bill assistance for seniors.

Kathie Sciuolo, 17030 Oak Hill Road, thanks all for being so kind to her over the years, but that she will be stepping down as reporter for the Nassau County Record. She continues by stating that she will be at the Council on Aging aiding with case management. She introduces Anna Hall as her potential replacement.

MAYOR & TOWN COUNCIL

Mayor Beasley, thanks Councilman Wollitz and Council President Sims for attending the Meet & Greet for Candidates sponsored by the Nassau Chamber of Commerce at Juniors Seafood in Callahan this morning.

He states that he is glad to see that the security light was replaced and relocated over the Veterans Crosses outside Town Hall.

Councilman Wollitz, thanks the Nassau Chamber of Commerce and Juniors Seafood for hosting the Candidate Meet & Greet.

Council President Sims, also, thanks the Nassau Chamber of Commerce and Juniors Seafood for hosting the Candidate Meet & Greet. Property Appraiser Kevin Lily spoke with them and informed him that if a mistake was made to please contact the Property Appraiser's office, and that there are a lot of mistakes to fix. Junior's Seafood did a great job and were very hospitable.

ADMINISTRATIVE STAFF

PRESENT

Town Clerk, Lisa Purvis

Interim Public Works Director, Cory Hobbs

Parks & Recreation Director, Gabe Whittenburg

Parks & Recreation Director Gabe Whittenburg, states that Nassau County Commissioner Klint Farmer asked if they could help with anything to do with the Hurricane Shelter, and that the Town can reach out at any point should we need assistance. Gymnastics, soccer, and girls' volleyball will begin soon.

Town Clerk, Lisa Purvis, states that she will be preparing to submit two FRDAP applications for Town Hall Park Phase II and Oxford Street Park Phase V. The applications are due by September 30, 2024, and she will begin to set up meetings for those and have the required resolution on the next agenda.

Myra Cockerham will be retiring at the end of September after 30 years of service to the Town. Therefore, prior to the September 19, 2024, Regular Meeting, at 5:30 the Town will be hosting a 30 Years of Services and Retirement Celebration at Town Hall for all to attend.

TOWN ATTORNEY

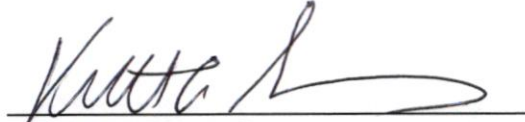
No comments.

ADJOURNMENT

Motion to adjourn at 8:00 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

Approved this 19th day of September, 2024 by the Hilliard Town Council,
Hilliard, Florida.



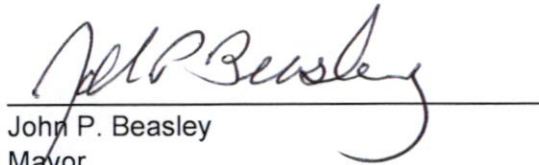
Kenneth A. Sims, Sr.
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



John P. Beasley
Mayor