

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, Public Works Director
Gabe Whittenburg, Parks & Rec Director
Lee Anne Wollitz, Land Use Administrator

TOWN ATTORNEY

Christian Waugh

MINUTES

THURSDAY, SEPTEMBER 17, 2026, 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

REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

No additions to or deletions from the agenda.

ITEM-2 Town Council approval of the Bid Review Committee's recommendation to authorize the engagement of Meyer-Najem Construction for construction of the Hilliard Hurricane Shelter and Multi-Use Building, contingent upon the State's approval.

Lisa Purvis, MMC – Town Clerk

After discussion Aldo Minozzi with the PQH Group, asks for questions. Town Attorney Christian Waugh stated that he had no questions.

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-3 Town Council to hear the Operations Update from the Nassau County Economic Development Board.

Sherri Mitchell – Executive Director NCEDB

Sherri Mitchell, Executive Director of the Nassau County Economic Development Board (NCEDB) provided Town Council with the NCEDB's Operations Update.

Ms. Mitchell provided a presentation and requested the Town's continued financial support in the amount of \$5,000.00.

Mayor John Beasley asked what developments are anticipated west of Interstate 95, other than Crawford Diamond.

Ms. Mitchell advised that the NCEDB advertises available opportunities on its website and assists with direct placement.

Council President Kenny Sims inquired whether any medical facilities or developments are planned for this side of the County.

Ms. Mitchell advised that there are no current plans at this time and further states that she will provide the Town with a list of website traffic.

Mayor Beasley thanked Ms. Mitchell for all she does and inquired about Rural County Days.

Ms. Mitchell advised that the event is expected to be held on either January 21, 2027 or January 22, 2027.

ITEM-4 Town Council to consider Ordinance No. 2026-08, an ordinance regulating the Water and Sewer Usage Rates; In accordance with the Section 4.11 (5) of the Town Charter, which requires certain actions to be accomplished by ordinance, and Chapter 58, Utilities, of the Town Code; providing for an effective date. Adopting on First Reading and set a Public Hearing & Final Reading for October 15, 2026.

Lisa Purvis, MMC – Town Clerk

The ordinance was presented for adoption on First Reading, with a Public Hearing and Final Reading scheduled for October 15, 2026.

Asia Vorreyer-Hedges 27150 West Thirteenth Avenue, states that she is currently without water now. She inquired about how the Town will spend the additional revenue.

Mayor John Beasley advised that the additional revenue would be used to address failing infrastructure issues.

Councilman Jared Wollitz stated that the additional revenue would help cover operating expenses. He also explained that the recent water break occurred as a result of repairs to a manhole and was contractor related. Councilman Wollitz further advised that the Town has applied for grants for many years to assist with transitioning septic systems to sewer service, but those applications to date have not been approved.

Mayor Beasley states that unfortunately the Town has not had sufficient increases to its water and sewer rates in over twenty (20) years.

Council President Kenny Sims states that increases have not previously been necessary because grants were easier to obtain. He further stated that the Town is at risk of another company taking over the Town's system if the Town is unable to make the necessary repairs to the system.

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-5 Town Council to adopt Resolution No. 2026-10, authorizing the Hilliard Middle Senior High School Homecoming Parade on Friday, October 2, 2026, beginning at 2:45 p.m.

Lisa Purvis, MMC – Town Clerk

Councilman Jared Wollitz inquired whether a certificate of insurance had been provided for the parade.

Council President Kenny Sims advised that the Fall Festival would be held the following day and, therefore, there will not be any food trucks at the Homecoming Parade.

Lee Anne Wollitz, Land Use Administrator, states that the 2050 Visioning's public outreach group will be present at the parade and will be providing information along with a survey for the citizens to take as part of their public outreach efforts.

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 to review and consider the Statewide Mutual Aid Agreement with the State of Florida Division of Emergency Management

Lisa Purvis, MMC – Town Clerk

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-7 Town Council approval of Whisper Ridge Subdivision Bond Release and acceptance of Whisper Ridge Subdivision.

Lee Anne Wollitz – Land Use Administrator

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-8 Town Council approval of a 3% increase to the Agreement with Bryan Higginbotham for Building Official, Building Inspection, and Plans Review Services.

Lisa Purvis, MMC – Town Clerk

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-9 Town Council approval of termination of Contractual Services Agreement with Southern Operations Group, Inc., Mr. Rodney McDaniel
Cory Hobbs – Public Works Director

Lee Anne Wollitz, Land Use Administrator provided a report regarding the matter.

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-10 Town Council approval to hire Daniel Moore in the Lead Dual Plant Operator position.
Cory Hobbs – Public Works Director

Wendy Prather, Financial Analyst / Human Resources, provided a report regarding the proposed hire. She advised that Mr. Moore's start date would be upon the expiration of the current contract.

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-11 Town Council approval to transition Carrie Mullis from probationary status to regular status in her position as Accounting Clerk II and to adjust her compensation to Grade 4, Step 9 in accordance with the Town's approved pay plan.
Wendy Prather- HR & Finance Analyst

Wendy Prather, Financial Analyst / Human Resources, provided a report regarding Ms. Mullis's transition to regular status and the proposed compensation adjustment.

Council Pro Tem Lee Pickett asked whether the proposed rate was the same rate discussed approximately three months earlier.

Councilman Dallis Hunter expressed agreement with the position previously discussed by Council.

Ms. Prather discussed additional data that is now available to the Town of Hilliard regarding the position and compensation.

Council Pro Tem Pickett stated that he preferred to maintain the original compensation amount of Grade 4, Step 7. Councilman Hunter agreed with Council Pro Tem Pickett.

A motion was made to maintain Carrie Mullins, Accounting Clerk II, position at the original compensation at Grade 4, Step 7.

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-12 Town Council to accept the resignation of Dustin Winnon from the Planning & Zoning Board, effective September 17, 2026.
Lee Anne Wollitz - Land Use Administrator

Harold "Skip" Frey, 37328 West Seventh Street, wants to thank Dustin Winnon for his service on Planning and Zoning Board. He was always prepared. He will be an asset to the Town with his Emergency Management and FEMA experience.

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-13 Town Council approval of the Land Use Administrator's recommendation to fill the Build and Zoning Administrative Assistant vacant position with Dustin Winnon.
Lee Anne Wollitz – Land Use Administrator

Lee Anne Wollitz, Land Use Administrator, provides her report regarding the recommended hire.

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-14 Town Council approval of Peters & Yaffee Engineering, now owned by LJA Engineering, Inc., Payable through May 1, 2026, Project Name: Design West Sixth Street in the amount of \$15,860.77.
DAYSPRING COMMONS DEVELOPER FUNDED PROJECT IN THE AMOUNT OF \$116,672.26; LUMP SUM CONTRACT \$116,672.26

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 Lylam, LLC dba Facility's Constructors, Payable through August 25, 2026, Project Name: Construct Box Hangar Building at the Hilliard Airpark in the amount of \$28,809.53.
FDOT PTGA 100% GRANT FUNDED PROJECT \$391,000; LYLAM, LLC DBA FACILITY'S CONSTRUCTORS LUMP SUM CONTRACT \$269,989.60 AMENDED

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 PQH Group, Payable through September 11, 2026, Project Name: Hurricane Shelter / Community Center Project in the amount of \$4,500.00.

FDEM 100% GRANT FUNDED PROJECT \$5,890,200; PQH GROUP LUMP SUM CONTRACT \$581,000

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 approval of Site Savvy, Inc., Payable through September 4, 2026, Project Name: Gravity Sewer Replacement/Lining MH67 – 27126 First Ave & Kentucky St. in the amount of \$2,701.59. Total approved Gravity Sewer Replacement/Lining \$21,075.01.

CAPITAL FUNDED PROJECT BUDGETED \$50,000

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-18 Town Council approval of Site Savvy, Inc., Payable through September 4, 2026, Project Name: Gravity Sewer Replacement/Lining MH9B – 27526 W. 3rd St. in the amount of \$4,060.80. Total approved Gravity Sewer Replacement/Lining \$21,075.01.

CAPITAL FUNDED PROJECT BUDGETED \$50,000

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-19 Town Council approval of Site Savvy, Inc., Payable through September 4, 2026, Project Name: Gravity Sewer Replacement/Lining MH166 – Mill St. & Alma St. in the amount of \$4,786.17. Total approved Gravity Sewer Replacement/Lining \$21,075.01.

CAPITAL FUNDED PROJECT BUDGETED \$50,000

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

No additions to or deletions from the agenda.

ADDITIONAL COMMENTS

PUBLIC

Dustin Winnon, provides a presentation update from the Nassau County Coalition on Education, Health, and Prevention, Access to Care Workgroup.

MAYOR & TOWN COUNCIL

Councilman Jared Wollitz thank you to the Garden Club for the maintenance they provided around the Welcome to Hilliard sign.

Councilman Joe Michaels stated that Parks and Recreation Director Gabe Whittenburg has Facebook going well.

Council President Kenny Sims stated that the sewer expenditures associated with Items 17, 18, and 19 are part of the Town's broader, deteriorating infrastructure needs. He explained that these expenditures are among the reasons for the proposed increases in water and sewer rates, as previously discussed, to ensure the Town can adequately maintain and improve its overall infrastructure.

Mayor John Beasley advised there will be a home game this Saturday September 19, 2026. Veterans' ceremony will be November 7, 2026. The keynote speaker is booked. Beginning October 3, 2026, there is an event every three weeks through the end of the year at Town Hall Park. Lil' Joe Walker Park dedication will be November 7, 2026, following the Veterans ceremony. Also make sure to get the candidate forum questions to Lisa Purvis and/or Lee Anne Wollitz as soon as possible.

ADMINISTRATIVE STAFF

PRESENT:

Land Use Administrator Lee Anne Wollitz

ABSENT:

Town Clerk Lisa Purvis

Parks & Recreation Director Gabe Whittenburg

Public Works Director Cory Hobbs

Land Use Administrator Lee Anne Wollitz states that there is a precautionary boil water notice west of the railroad tracks. The Hilliard Volunteer Fire Department renovations to their upstairs living quarters are now complete. There is an opening on the Tourism Development Board if anyone from the Council is interested in applying.

TOWN ATTORNEY

No comment

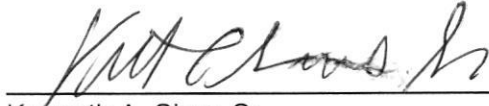
ADJOURNMENT

Motion to adjourn at 8:01 p.m.

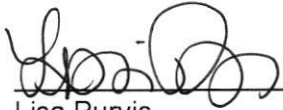
Motion made by Council President Sims, Seconded by Councilman Wollitz.

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

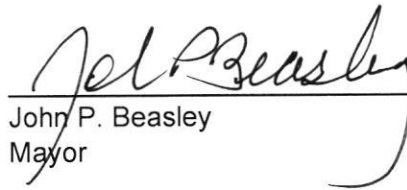
Approved this 15th day of October, 2024 by the Hilliard Town Council, Hilliard, Florida.


Kenneth A. Sims, Sr.
Council President

ATTEST:


Lisa Purvis
Town Clerk

APPROVED:


John P. Beasley
Mayor