

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, FEBRUARY 15, 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

Mayor Beasley, states that he would like to recognize Rodney Mills, whom is a legend in the music industry, as he was a mastering engineer. He continues by stating we are honored to have him here and that Mr. and Mrs. Mills are now permanent Nassau County residents, but they have owned property within the county for over 40 years, although Mr. Mills is originally from Douglas, Georgia. At the upcoming 4th of July celebration, the bands playing will be honoring Mr. Mills.

Paul Schwend, Nassau County Economic Development Board's Chairperson, speaks on Rodney Mills, and thanks the Town Council for honoring Mr. Mills.

Rodney Mills, thanks Town Council.

PRESENTATIONS

- ITEM-1 Presentation to the Town Council of the Annual Report and Funding Request from the Nassau County Economic Development Board's Executive Director, Sherri Mitchell.

Sherri Mitchell, Executive Director – Nassau County Economic Development Board

Executive Director of NCEDB, Sherri Mitchell, presents the Annual Report & Funding Request to the Town Council. She provides the NCEDB's mission statement and vision, as well as a county overview that includes demographics and workforce statistics. She states their 5-year strategic plan has four major goals: business retention & expansion, business recruitment & marketing, public relations & communication, and sustainable revenue source.

Town Council thanks Sherri Mitchell for her presentation.

Mayor Beasley, asks what amount of contribution is being requested from the Town for the NCEDB, to which she responds that each municipality contributes different amounts and she is requesting consideration from the Town a contribution of \$2,000.00.

REGULAR MEETING

- ITEM-2 Additions/Deletions to Agenda

ITEM-16 Hilliard Airpark Land Acquisition

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-3 Town Council approval to award DEP Agreement No. LPA0302 Hilliard - Oxford Street Force Main Routing Project contingent upon approval by the Department of Environmental Protection and the Town Attorney, as well as the receipt of proper bonds and insurance certificates, to the low bidder, T B Landmark Construction, Inc. total award amount \$562,270.00.

Tim Norman, Mittauer & Associates, Inc. – Town Engineer

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-4 Town Council approval of the Engineering Services Agreement from Mittauer & Associates, Inc. in the amount of \$100,300.00, to prepare construction drawings and specifications, for the Water Main Replacements Project identified in the Town's CDBG Contract with the Department of Commerce.

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-5 Town Council approval of the Administration Services Agreement from Fred Fox Enterprises, Inc. in the amount of \$52,000.00, to provide the general administration aspects of the Water Main Replacements Project identified in the Town's CDBG Contract with the Department of Commerce.
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-6 Town Council approval of the capital purchases for the five-year IT Refresh Project in the amount of \$42,095.78.
Guy Riner – Town IT
- Motion is made to approve IT Refresh Project with purchasing a copier at a capital cost of \$5,447.84 versus the annual leasing of a copier at the cost of \$2,171.04, for a period of three years.
- 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-7 Town Council approval of the Expansion of Technology to the Hilliard Town Hall Park in the amount of \$25,512.00 to be paid by the Municipal Grant received from Nassau County.
Guy Riner – Town IT
- 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-8 Town Council approval of the capital purchase of the Ingham Road area drainage improvements with an estimated cost of \$39,940.
Joel Hall P.E. – Public Works Director
- 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-9 Town Council approval of the capital expenditure for Well #5 Pump Repair from Complete Services, a sole source vendor, not to exceed the estimated amount of \$46,540.00.
Joel Hall P.E. – 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-10 Town Council discussion and advisement on the research conducted in response to Jon Hart's petition to open right of way originally heard on 10.05.2023. Parcel ID 08-3N-24-0000-0004-0010.

Lee Anne Wollitz – Land Use Administrator

Land Use Administrator, Lee Anne Wollitz, explains the zoning maps containing Mr. Hart's property.

Jon Hart, also explains the maps and states that he wants to vacate the easement with no money exchanged.

Town Attorney, Christian Waugh, states that the Town recently adopted an Ordinance vacating right of ways, and that the Town should not pick and choose when to follow the processes set forth by the Town.

Land Use Administrator, Lee Anne Wollitz, recommends that Mr. Hart pursue a court order or vacate the right of way.

Town Attorney, Christian Waugh, states that there are three options in the situation; where Mr. Hart obtain a quiet title, a summary judgement, or vacates the right of way.

- ITEM-11 Town Council approval of position process for Joel Hall's transition from introductory/probationary status to regular full-time.

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

Motion and second withdrawn.

Motion made to approve Joel Hall's transition to full-time with 1 step increase.

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-12 Town Council approval of the 2024 Hilliard Action Committee (HAC) events schedule.

John P. Beasley, Hilliard Action Committee Chair – Mayor

Motion to approve 2024 HAC event schedule with possible date changes.

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-13 Town Council approval of the February 1, 2024, Regular Meeting Minutes.

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-14 Town Council approval of Fluidyne Corporation, Payable through January 29, 2024, Project Name: WWTP Panel, in the amount of \$6,767.72

CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$6,767.72

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 Lampe, Roy & Associates, Inc., Payable through January 31, 2024, Project Name: Florida Department of Transportation Land North in the amount of \$1,100.00
FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM GRANT
\$464,000.00

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

ADDED ITEMS

- ITEM-16 Town Council approval of Hilliard Airpark Land Acquisition Contract closing date change.

Lisa Purvis, MMC – Town Clerk

Town Clerk, Lisa Purvis explains to the Council that John and Mary Vanzant have requested to change the closing date from the previously approved date of May 29, 2024, to March 4, 2024.

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

ADDITIONAL COMMENTS

PUBLIC

No public comment.

MAYOR & TOWN COUNCIL

Town Council, thanks Alicia Head, Administrative Assistant & Events Coordinator, Okefenokee Rural Electric Membership Cooperation, and all who participated in the Procession of fallen soldier, Sergeant Kennedy Sanders of Waycross, Georgia.

Councilman Michaels, states that Parks & Recreation Director, Gabe Whittenburg, is doing a great job.

Council President Sims, thanks Mr. Bobby Franklin for the flag donated to Town Hall and for the \$1,000.00 donation he and his brother Mr. Carrol Franklin made to the Vietnam Veteran's Memorial Wall.

Mayor Beasley, states that the fireworks meeting went well, as they accomplished a lot. He continues by stating the outpouring of generosity that has been shown regarding the Vietnam Veteran's Memorial Wall has been unbelievable. Local schools are even planning on bringing their students.

He also states that the Blessing in a Backpack was given out today at the Hilliard Elementary School, and the outpour of gratitude was amazing.

On March 14, 2024, he asks those present for the meeting to stay afterwards for the HAC Meeting.

He concludes by stating how much the basketball kids love the Parks & Recreation Director, Gabe Whittenburg, and his outstanding job he's doing.

ADMINISTRATIVE STAFF

PRESENT:

Town Clerk Lisa Purvis
Public Works Director Joel Hall

ABSENT:

Parks & Recreation Director Gabe Whittenburg

Public Works Director Joel Hall, thanks Town Council for their support.

He states that he met with CareerSource regarding the Public Works department obtaining their CDL's to which they are offering reimbursement on a portion of the class cost as well as paying 40 hours of employee salary.

Town Clerk Lisa Purvis, states that Mrs. Kristin Hobbs received \$1,000 for her classroom today from Blessings from Backpack.

Councilman Michaels, states that Parks & Recreation Director Gabe Whittenburg is not present tonight because he is busy with basketball.

TOWN ATTORNEY

Town Attorney Christian Waugh, states regarding the Hilliard Airpark Contracts that two out of the three have been signed and have begun working through the terms of said contracts. FDOT and FAA have approved the contracts as well. Hopefully, the third contract will hopefully be signed soon.

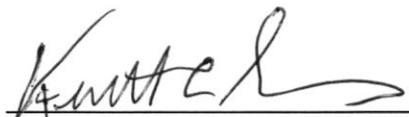
ADJOURNMENT

Motion to adjourn 8:24 p.m.

Motion made by Council Pro Tem Pickett, Seconded by Council President Sims.

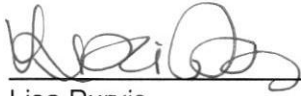
Voting Yea: Council President Sims, Council Pro Tem Pickett, Councilman Wollitz, Councilman Hunter, Councilman Michaels

Approved this 7th day of March, 2021 by the Hilliard Town Council,
Hilliard, Florida.



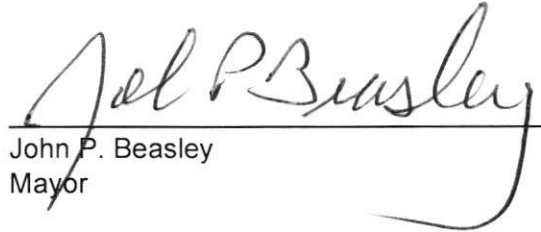
Kenneth A. Sims, Sr.
Council President

ATTEST:

A handwritten signature in black ink, appearing to read 'Lisa Purvis', written over a horizontal line.

Lisa Purvis
Town Clerk

APPROVED:

A handwritten signature in black ink, appearing to read 'John P. Beasley', written over a horizontal line.

John P. Beasley
Mayor