

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, AUGUST 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 Joe Michaels

ABSENT

Councilman Dallis Hunter

PUBLIC HEARING

ITEM-1

Ordinance No. 2024-05 – Regulating the Water and Sewer Usage Rates; In accordance with the Town Charter Section 4.11 (5) Action Requiring an Ordinance; and further stated in Chapter 58 Utilities of the Town Code; and providing for an effective date.

Mayor Beasley

Call for Public Comments

John Russell, 37150 Walker Street, states that he is not in favor of the water and sewer rates being increased.

Close Public Hearing on Ordinance No. 2024-05.

Motion to close Public Hearing on Ordinance No. 2024-05 at 7:04 p.m.

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

TOWN COUNCIL ACTION

Town Council to adopt Ordinance No. 2024-05, 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 Michaels

PRESENTATIONS

ITEM-2 Presentation to the Town Council of the Nassau County Economic Development Board's Annual Report and the Fiscal Year 2024-2025, Funding Request.
Sherri Mitchell, Executive Director – Nassau County Economic Development Board

Sherri Mitchell, Executive Director of Nassau County Economic Development Board, thanks the Town Council for allowing time on the agenda. She presents to the Town Council the Annual Nassau County Economic Development Board Report.

Councilman Wollitz, states that the west side of the county lacks essential services, despite holding the largest portion of the population within the county.

Paul Schwend, Chairman of Nassau County Economic Development Board, states that the Town Council should put together a wish list for the West side of the county and for the Town of Hilliard.

Town Clerk, Lisa Purvis, asks what Nassau County's funding levels are.

Sherri Mitchell, Executive Director of Nassau County Economic Development Board, states that the county requests from all municipalities is \$2,500.

REGULAR MEETING

ITEM-3 Additions/Deletions to Agenda

No additions to or deletions from Agenda.

ITEM-4 Town Council to approve the Request for Proposal for Grant Administration Services from Fred Fox Enterprises, Inc. for the FDEM Hurricane/Community Shelter Grant # F0122 Project.

Lisa Purvis, MMC – Town Clerk

Motion to table this item until September 5, 2024, Regular Meeting.

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

ITEM-5 Town Council to approve the Request for Qualifications for Architectural & Engineering Services from the selected firm at the negotiated cost for the FDEM Hurricane/Community Shelter Grant # F0122 Project.
Lisa Purvis, MMC – Town Clerk

Motion to schedule a Workshop for Monday, August 26, 2024, at 6:00 p.m., to negotiate with the selected firm.

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

ITEM-6 Town Council approval to proceed with the Florida Commerce Rural Infrastructure Fund Grant application for the FAA Water Main Extension Project, which will cover 100% of the infrastructure needs of the project and using the Town's State Recovery Funds for the engineering services portion.
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 Michaels

ITEM-7 Town Council approval of the Capital Purchase of the Aerzen Turbo Blower & Package for the Wastewater Treatment Plant Digester in the amount of \$27,540.18.
Cory Hobbs – Interim Public Works Director

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

ITEM-8 Town Council approval of the request for an additional Parks & Recreation Department staff member for the new 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 Michaels

ITEM-9 Town Council approval of the purchasing of the 125 x 25 single Parcel No. 08-3N-24-2380-0094-0130, located on Georgia Street at West Seventh Avenue from Dayspring Property Services LLC.
Lisa Purvis, MMC – Town Clerk

Motion to approve the purchasing of Parcel No. 08-3N-24-2380-0094-0130, at the price of \$2,000.

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

ITEM-10 Town Council approval of the Contract Services Agreement between the Town of Hilliard and Joel Hall, P.E. to perform Public Works related services through September 30, 2024.

Christian Waugh – Town Attorney

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

ITEM-11 Town Council approval of the Town Clerk's recommendation to fill the Administrative Assistant vacant position.

Lisa Purvis, MMC – Town Clerk

Motion to fill the Administrative Assistant vacant position with Luke Headington at Grade 3, Step 6, at \$19.62, an hour.

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

ITEM-12 Town Council approval of the Minutes for the August 1, 2024, Workshop, and the August 1, 2024, Public Hearing & Regular Meeting.

Lisa Purvis, MMC – Town Clerk

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

ITEM-13 Town Council approval of Cantrell Ray Real Estate, LLC, Payable through August 5, 2024, Project Name: Acquire Land on the North Side at the Hilliard Airpark in the amount of \$2,500.

**FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM GRANT
\$464,000.00**

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

ITEM-14 Town Council approval of Mittauer & Associates, Inc., Payable through August 25, 2024, Project Name: Oxford Street Force Main Rerouting in the amount of \$1,380.

**FDEP LPA0302 GRANT FUNDED PROJECT LUMP SUM CONTRACT
\$101,900**

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

ITEM-15 Town Council approval of Mittauer & Associates, Inc., Payable through August 25, 2024, Project Name: WWTP Permit Renewal in the amount of \$360.
CAPITAL FUNDED PROJECT LUMP SUM PROJECT \$11,000

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

ITEM-16 Town Council approval of Pay Request No. 4 for T B Landmark Construction, Inc., Payable through August 8, 2024, Project Name: Oxford Street Force Main Rerouting in the amount of \$26,766.25.
FDEP LPA0302 GRANT FUNDED \$507,100 & CAPITAL FUNDED \$55,170 PROJECT LUMP SUM CONTRACT \$562,270

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

ITEM-17 Town Council approval of T B Landmark Construction, Inc., Payable through July 30, 2024, Project Name: Emergency Manhole Repair at Pine Street & Shady Lane in the amount of \$203,837.18.
CAPITAL FUNDED PROJECT LUMP SUM PROJECT \$203.837.18

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

ADDITIONAL COMMENTS

PUBLIC

No public comments.

MAYOR & TOWN COUNCIL

Council President Sims, asks all to keep the Batten family in your prayers as Mrs. Sally Batten passed the day prior, and she was the Hilliard Branch Librarian for years.

Mayor Beasley, reads email from Alicia Head, the Town's Public Information Officer & Event Coordinator, stating that the Town is recognized as a Storm Ready Community. This recognition will aid with grant opportunities, particularly those related to emergency management.

City Government Week is October 21st through October 27th this year. This is where elementary students complete the "If I Were the Mayor of Hilliard" essays. He continues stating, Public Information Officer & Event Coordinator, Alicia Head, would like to involve the Hilliard Middle Senior High School in this event by having them create a mock election and a mock council meeting, the week of City Government Week.

Reminds everyone that Food Truck Friday is August 30, 2024, and this will be the last time this year it will be held with music.

ADMINISTRATIVE STAFF

PRESENT:

Town Clerk, Lisa Purvis
Interim Public Works Director, Cory Hobbs
Parks & Recreation Director, Gabe Whittenburg

Town Clerk, Lisa Purvis, states that Alicia Head will be transferring to the Parks & Recreation Department on Monday, August 19, 2024.

TOWN ATTORNEY

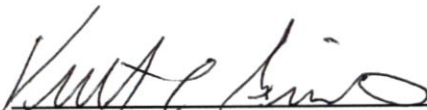
No comments.

ADJOURNMENT

Motion to adjourn at 7:54 p.m.


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

Approved this 5th day of September, 2024 by the Hilliard Town Council, Hilliard, Florida.



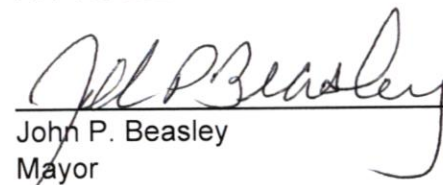
Kenneth A. Sims, Sr.
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



John P. Beasley
Mayor