

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 01, 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

REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

ITEM-11 Oxford Street Sewer Force Main update and discussion

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-12 Discuss regarding how Items should be added to Monthly Workshop Agendas.

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-13 Request to move ITEM-5 to ITEM-13 the last item on the Agenda due to the Attorney joining the meeting late.

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-2 Town Council Approval to Adopt Resolution No. 2024-04, Supporting the Expansion of Tourism Development Tax to the Town of Hilliard.
Lisa Purvis, MMC – Town Clerk

Gil Langley, President, and CEO of Amelia Island Convention & Visitors Bureau, speaks on the reasoning behind Resolution No. 2024-04 and how the Bed Tax will increase Tourism Development.

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 Approval of the Capital Purchase of the Battle Armor Designs 2022 Culvert Cleaner Package that includes 3' Bucket Mount and Two Culvert Cleaner Extensions for a total cost of \$5,695.00.
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-4 Town Council Approval of The Vietnam Traveling Memorial Wall Agreement between the Town of Hilliard and the Vietnam and All Veterans of Brevard, Inc.
John P. Beasley – Mayor

Mayor Beasley explains the Agreement for the Vietnam Traveling Memorial Wall, as well as possible places for it to be put pending the approval of council members, such as the Hilliard Football Field or the Northeast Florida Fairgrounds. Asks for approval for the \$1,000.00 deposit needed once the agreement is signed to hold the Town's scheduled date in April 2025.

Town Attorney Christian Waugh, states he has reviewed the agreement and proposes a possible per diem limit, such as \$500.00 per person to the two men that will travel with the Wall.

Motion to approve the \$1,000.00 deposit and to use the federal per diem rate.

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-6 Town Council Approval of the Workshop Minutes beginning October 2, 2023, through January 4, 2024.

Lisa Purvis, MMC - Town Clerk

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 Minutes for the January 18, 2024, Regular Meeting.

Lisa Purvis, MMC - Town Clerk

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-8 Town Council Approval of Teledyne Instruments, Inc., Payable through December 28, 2023, Project Name: 2 GLS Samplers, in the amount of \$7,172.95.

CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$7,172.95

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-9 Town Council Approval of Cantrell Ray Real Estate, LLC, Payable through January 18, 2024, Project Name: Florida Department of Transportation Land North in the amount of \$2,500.00

**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

- ITEM-10 Town Council Approval of the Keep Nassau Beautiful Town Clean Up Donation for Fiscal Year 2023-2024, to Keep Nassau Beautiful in the amount of \$2,000.00

BUDGETED DONATION FROM GENERAL FUND

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

ADDED ITEMS

- ITEM-11 Town Council discussion regarding the Oxford Street Sewer Force Main Bids.
- Town Clerk, Lisa Purvis, states that this project is one of the first Legislative Appropriations that the Town received in the amount of \$609,000 and that there was a shortfall with the bids received Wednesday, January 31, 2024, in the amount of \$55,170. She continues stating that the Town Engineer has asked if the Town Council will approve funding the shortfall and if they will he will make recommendation to award the bid at the February 15, 2024, Regular Meeting.
- Motion is made to fund the shortfall from the Capital Budget for said project to be able to move forward.
- 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-12 Town Council to Discuss how Items should be Added to Monthly Workshop Agendas.
- Items to be added as they are received and based on estimated duration for each.
- ITEM-5 Town Council to consider approval of Land Acquisition Contract to Purchase Land at the North End of the Hilliard Airpark with Funds being Reimbursed by FAA & FDOT Grant Funds and Hilliard Aviation, Inc. Funds.
Lisa Purvis, MMC – Town Clerk
- Town Clerk Lisa Purvis, states that the three Land Acquisition Agreements are contingent on the FDOT and FAA approval, and said agreements give landowners until February 9, 2024, to approve and move forward with the closing date no later than May 29, 2024, that would then give them 90 days to vacate the properties.
- Town Attorney Christian Waugh, states that he approves the agreements to be sent out to the property owners.
- Motion is made to approve contracts.
- 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

John Hart, 37270 Lee Street, Hilliard, FL, states that he would like his questions answered regarding the right of way as he has been waiting over four months for said answers. He continues by stating that he has enjoyed working with the Town's Land Use

Administrator, Lee Anne Wollitz, on this issue.

Land Use Administrator Lee Anne Wollitz, states that this issue will be on the February 15, 2024, Agenda.

MAYOR & TOWN COUNCIL

Councilman Michaels, states that the Basketball at the Parks & Recreation Department has been rocking and rolling.

Council President Sims, states that he has been in contact with Parks & Recreation Director, Gabe Whittenburg, and that he has been in contact with several different municipalities regarding their Community Centers. After Mr. Whittenburg gathers all the needed information, he would like to have a workshop scheduled to discuss said information.

Mayor Beasley, states that he has also been in contact with the Parks & Recreation Director, Gabe Whittenburg, and that he has told him that he's confident the community center can be built within budget based on the research he has done thus far. At opening day of basketball, he mentions how Gabe Whittenburg has been running back and forth between gyms.

Thanks the Town Council for approving the Veteran's Wall, and continues by stating per Alicia Head, Administrative Assistant & Event Coordinator, that she has already had multiple people contact her wanting to assist with the cost of the Veteran's Wall. He states that he is trying to set up a meeting on February 12, 2024, to discuss the fireworks, where he also plans to mention the Veteran's Wall to the Town of Callahan. On January 25, 2024, Town Council went to Tallahassee for Rural Counties Day and that he still feels optimistic for the Town to get the funding it needs. It was a great day for networking with other counties, and as well as the state legislators. He thanks Council President Sims for driving that day as well as the First Baptist Church of Boulogne for allowing the Town Council and Department Heads to use their bus.

ADMINISTRATIVE STAFF

PRESENT:

Town Clerk Lisa Purvis
Public Works Director Joel Hall

ABSENT:

Parks & Recreation Director, Gabe Whittenburg

Public Works Director Joel Hall, states that the department has repurposed the generator that was once used at the fire station in the Old Town Hall and now thanks to the Assistant Public Works Director Cory Hobbs, they have an additional portable generator in their fleet. He states that he will get his department's monthly summary to Town Council within the next week.

Town Clerk Lisa Purvis, states that the Town received the Request for Proposals for the CDBG Water Main Project for Administrative & Engineering Services. The Town only received one for each, one from Mittauer and the other from Fred Fox. Therefore, a ranking process will not be necessary. However, she states that she will put them in a workshop for the Town Council to review.

She continues with Rural Counties Day, stating how they got to meet the Secretary of State Cord Byrd and Chief Administrative Staff, Allison Carter. Senator Payne, Senator Clay Yarbrough and Representative Dean Black.

The next HAC Meeting will be held Monday, March 4, 2024, at 7:00 p.m., and Mayor Beasley, Chair or Alicia Head, Co-Chair, will have a list of events for 2024 to present to the Town Council at the February 15, 2024, Regular Meeting.

Mayor Beasley, states that he is giving all department heads five weeks to get the needed information to him so that he can present the State of the Town Address.

TOWN ATTORNEY

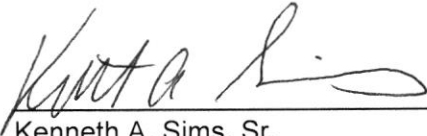
Town Attorney Christian Waugh, states that regarding the right of way issue the answer will not change and that it is a question of fact. He continues by stating he will be ready to discuss this in depth at the next Town Council Meeting on February 15, 2024.

ADJOURNMENT

Motion 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 15th day of February, 2024 by the Hilliard Town Council,
Hilliard, Florida.



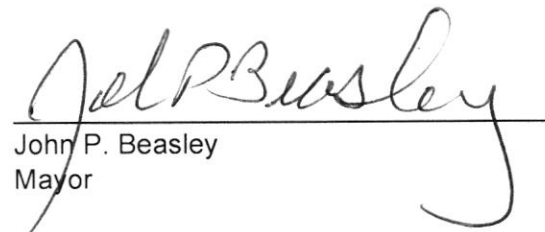
Kenneth A. Sims, Sr.
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



John P. Beasley
Mayor