

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
Richie Rowe, Public Works Director
Gabe Whittenburg, Parks & Rec Director

TOWN ATTORNEY

Christian Waugh

MINUTES

THURSDAY, JULY 06, 2023, 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

To call on members of the audience wishing to address the Council on matters not on the Agenda.

David Dottry, Consultant with the Hilliard Federal Aviation Administration Center expresses concerns over water pressure at the FAA Center. Mr. Dottry further states that four to five times last week the center had to switch over to the emergency back up water supply and they are concerned about future Whisper Ridge water issues and the affects they may have on the FAA Center.

REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

ITEM-17 Add setting a workshop to discuss the Community Center/Hurricane Shelter with Parks & Recreation Director Gabe Whittenburg present.

John P. Beasley - Mayor

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-18 Add discussion regarding videoing Workshops

John P. Beasley - Mayor

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-19 Add discussion regarding police presences at meetings

John P. Beasley - Mayor

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

ITEM-2 Town Council adoption of Resolution No. 2023-11, Endorsing the 2023-2027 Nassau County Comprehensive Emergency Management Plan.

Martha Oberdorfer, MPH, CPH, FPED – Deputy Director, EOC

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-3 Town Council adoption of Resolution No. 2023-12, Amending the Public Records Request Policy and Procedures providing guidance in complying with the efficient and effective management of Public Records Requests.

Christian Waugh – Town Attorney

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 adoption of Resolution No. 2023-13, Completion Bond, Maintenance Bond, Bond Release Templates and Process, along with documentation requirements.

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-5 Town Council sets a workshop for Monday, July 24, 2023, from 6:00 p.m. to 8:00 p.m. with the Town's Engineer to discuss the Town's Infrastructure Needs and Resources and to Possibly Fund the Cost.
Lee Anne Wollitz – Land Use Administrator

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

- ITEM-6 Town Council sets a joint workshop with the Planning & Zoning Board for Tuesday, July 11, 2023, at 6:00 p.m. to discuss two items: Process for vacating right of ways within the Town and adding manufactured homes as a permissible use in the R-3, Multi-Family District.
Lee Anne Wollitz - Land Use Administrator

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-7 Town Council approval for the Minor Subdivision Application No. 05022023. Property Owner - Wayne and Lauri Higginbotham, Pneuman Homes. Parcel ID No. 08-3N-24-2380-0075-0020, with the three conditions approved by the Planning & Zoning Board plus the milling of the ROW from the edge of the pavement to the second lots driveway.
Lee Anne Wollitz - Land Use Administrator

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-8 Town Council to review and accept the Land Use Administrators Quarterly Report for April 1, 2023, through June 30, 2023.
Lee Anne Wollitz – Land Use Administrator

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 to review and accept the Building Officials Quarterly Report for April 1, 2023, through June 30, 2023.
Bryan Higginbotham – Building Official

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-10 Town Council to review and accept the Code Enforcement Officers Quarterly Report for April 1, 2023, through June 30, 2023.
Del Miley – Code Enforcement Officer

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-11 Town Council approval to hire Gerald Bandy as a Facility Maintenance Assistant at \$15.00 per hour as a Non-Exempt, Introductory or Probationary Part-time Employee in the Parks & Recreation Department.
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-12 Town Council approval of the Minutes from the June 12, 2023, Workshop and the June 15, 2023, Regular Meeting, Workshop, and Special 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-13 Town Council approval of KYNEX, Inc. Payable Final through July 22, 2023, Project Name: 2023 Fireworks Display in the amount of \$7,150.00.
SPECIAL EVENTS PROJECT HILLIARD'S HALF LUMP SUM CONTRACT \$14,650.00

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-14 Town Council approval of Mittauer & Associates Inc., Payable through May 26, 2023, Project Name: Walker Street Drainage and Paving in the amount of \$236.00.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$45,000.00

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 Mayor and Town Council to sign letters to Governor DeSantis, Representative Black, and Senator Yarborough, thanking them for the Nassau County Legislative Appropriation Funds that the Town of Hilliard was awarded in the 2024 State of Florida Budget.

John P. Beasley – Mayor

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-16 Mayor Beasley to announce that the next Hilliard Action Committee Meeting will be held on Monday, July 10, 2023.

John P. Beasley – Mayor

ADDED ITEMS

- ITEM-17 Town Council discuss placing on the next agenda to set a workshop regarding the Community Center/Hurricane Shelter with Parks & Recreation Director Gabe Whittenburg present.

John P. Beasley - Mayor

- ITEM-18 Town Council discuss placing on the next agenda to set a workshop regarding the videoing of Workshops.

John P. Beasley - Mayor

- ITEM-19 Town Council discuss whether to have police presences at meetings and several Councilmembers state that they do not see a need to add this item to the next agenda.

John P. Beasley - Mayor

ADDITIONAL COMMENTS

PUBLIC

Alzada Harrell, 371064 Oxford Street, Hilliard: Thanks, the Town for her Get Well card, the new sign at the North Oxford Ball Park, and for fixing the Oxford & West Sixth Street pot hole.

MAYOR & TOWN COUNCIL

Council Pro Tem Pickett: CR 108 paving is putting a lot more traffic on the Town roads and people are using the shoulders of the roads.

Councilman Michaels: Gabe Whittenburg is doing a great job.

Councilman Wollitz: The Walker Street paving project is one month out.

Mayor Beasley: Addresses Alzada Harrell regarding the pothole and the sign. Reads welcome letter for the Nassau County Chamber of Commerce. Fireworks were good this year. July 4th has been booked for next year. Will need funds from the Town of Hilliard, Town of Callahan and Nassau County.

ADMINISTRATIVE STAFF

PRESENT

Public Works Director, Richie Rowe

Assistant Public Works Director, Cory Hobbs

Parks & Recreation Director, Gabe Whittenburg – (Came in late from Flag Football game)

ABSENT

Town Clerk, Lisa Purvis – (Land Use Administrator, Lee Anne Wollitz fills in at meeting)

Parks & Recreation Director, Gabe Whittenburg: Youth Flag Football has started. Daniel Thomas and Chase Yake encouraged mentorship of players. The pool had weather issues the first week but is doing well now. Plans to add school contracts for the pool use to the next meeting. 105 in Youth Flag Football and 40 kids in the Summer Camp Program.

Land Use Administrator, Lee Anne Wollitz: The Land Development Regulations (LDR's) are moving forward.

TOWN ATTORNEY

No comment.

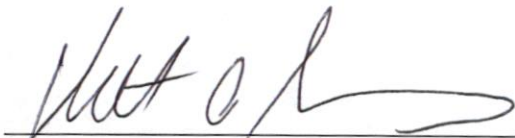
ADJOURNMENT

Motion made to adjourn at 8:13 p.m.

Motion made by Councilman Wollitz, Seconded by Councilman Hunter.

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

Approved this 20th day of July, 2023 by the Hilliard Town Council, Hilliard, Florida.




Kenneth A. Sims, Sr.
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



John P. Beasley
Mayor