

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, MAY 16, 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

PRESENTATIONS

ITEM-1 Mayor Beasley to present a donation in the amount of \$500 on behalf of the Northeast Florida League of Cities to Hilliard Youth Football.
John P. Beasley – Mayor

Mayor Beasley, presents a donation in the amount of \$500 on behalf of the Northeast Florida League of Cities to the Hilliard Youth Football.
Parks & Recreation Director, Gabe Whittenburg, accepts on behalf of Hal Keene.

REGULAR MEETING

ITEM-2 Additions/Deletions to Agenda

No additions to or from the Agenda.

ITEM-3 Town Council approval of the Annual Financial Statements & Audit for the fiscal year ending September 30, 2023.

Brad Hough, CPA – Powell & Jones, CPA's

Brad Hough, of Powell & Jones, CPA's, states that the Town had a clean audit and discusses highlights from the Audit Report.

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 Supplemental Agreement No. 20 to AECOM's Basic Agreement dated March 17, 2022, for the Design and Building of Contract documents for a Hangar Building at the Hilliard Airpark.

Bill Prange, PE - AECOM

Bill Prange with AECOM explains Supplemental Agreement No. 20, and states that there are currently 25 Hangar units, and that this agreement will add an additional unit.

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-5 Town Council approval of Supplemental Agreement No. 22 to AECOM's Basic Agreement dated March 17, 2022, for Runway Protection Zone clearing at the Hilliard Airpark.

Bill Prange, P.E. - AECOM

Bill Prange with AECOM explains Supplemental Agreement No. 22 for the Runway Protection Zone clearing at the Hilliard Airpark.

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-6 Town Council approval of Supplemental Agreement No. 21 to AECOM's Basic Agreement dated March 17, 2022, for the Cultural Resources Support Services for the future Pea Farm Road Relocation at the Hilliard Airpark.

Bill Prange, PE – AECOM

Bill Prange with AECOM explains Supplemental Agreement No. 21 for the Cultural Resources Support Services for the future Pea Farm Road Relocation at the Hilliard Airpark.

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-7 Town Council approval of capital expenditure for the Wastewater Collection SCADA System Expansion from Energy Engineering Systems, LLC., in the amount of \$18,722.00.
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-8 Town Council approval of the capital expenditure for the repair of Well #4's Seal from Complete Services Well Drilling, INC., not to exceed the quoted amount of \$6,950.00.
Joel Hall P.E. – 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 Hunter, Councilman Michaels

ITEM-9 Town Council approval of the request for additional Parks & Recreation Seasonal Staff.
Gabe Whittenburg – Parks & Recreation Director

Parks & Recreation Director, Gabe Whittenburg, explains the need for additional lifeguards, as this year there are more certified lifeguards than in years past, and there will not be any additional hours just more lifeguards to fill the hours.

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-10 Town Council approval to surplus the Hilliard Volunteer Fire Department's 2007 Ford Explorer donated command vehicle, and to authorize the sale to the Town of Callahan.
Mike Sadler – Hilliard Volunteer Fire Department

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-11 Town Council to consider the Hilliard Middle School High School's request for a sports poster advertisement.
Lisa Purvis, MMC – Town Clerk

Town Council, tables until more information is received.

Parks & Recreation Director, Gabe Whittenburg, to acquire more information from Jason Collins, the Hilliard Middle-Senior High School Athletic Director.

- ITEM-12 Town Council approval of the Minutes for the May 2, 2024, Regular Meeting.
Lisa Purvis, MMC – Town Clerk
- Motion made by Councilman Michaels, 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 Complete Services Well Drilling, INC., Payable through April 30, 2024, Project Name: Well Pump 5 in the amount of \$46,540.
CAPITAL FUNDED PROJECT LUMP SUM PROJECT
- 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-14 Town Council approval of Mittauer & Associates, Inc., Payable through April 30, 2024, Project Name FDEP PA0302 Oxford Street Force Main Rerouting in the amount of \$4,830.
FDEP LPA0302 GRANT FUNDED PROJECT LUMP SUM CONTRACT \$101,900
- 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-15 Town Council approval of the Payable through April 29, 2024, Project Name: 2024 IT Town Hall Refresh in the amount \$49,59.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$43,624.55
- 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-16 Town Council approval of the Payables through April 17, 2024, Project Name: 2024 IT Town Hall Park Expansion in the amount \$1,640.80.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$25,512
- 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

ADDITIONAL COMMENTS

PUBLIC

No public comments.

MAYOR & TOWN COUNCIL

Councilman Hunter, thanks everyone for all their support, as well as their thoughts and prayers during the passing of his mother in law and then his father in law and the Town's

previous Mayor David Buchanan.

Councilman Wollitz, thanks the Town Clerk, Lisa Purvis, and her staff for the Audit, and wishes Mayor Beasley a Happy 60th Birthday.

ADMINISTRATIVE STAFF

PRESENT

Public Works Director, Joel Hall

Town Clerk, Lisa Purvis

Parks & Recreation Director, Gabe Whittenburg

Parks & Recreation Director, Gabe Whittenburg, states that Chad Brock donated sod to the Town Hall Park, and that LGI completed a service project at Oxford Park where they cleaned the entire park and at the end donated \$3,000.

Town Clerk, Lisa Purvis, reminds all that the Monthly Workshop has been rescheduled for Monday, May 20, 2024, and that Robert Companion of Nassau County will be present for the discussion.

She states that the Nassau County Chamber of Commerce is putting together a map for the Westside of Nassau County and South Georgia, and came by to see if the Town of Hilliard would be interested in being on the map. She continues by stating the Discovery Map has over 40,000 copies distributed and is also featured on their website, which gets over 5,000 visitors per day. To place the Town Hall, Town Hall Park, and the other 3 facilities, the cost would be \$2,300. However, if only the Town Hall and Town Hall Park are listed, the cost would be \$600.

TOWN ATTORNEY

No comments.

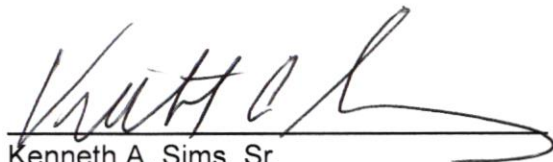
ADJOURNMENT

Motion to adjourn at 7:33 p.m.

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

Approved this 6th day of June, 2024 by the Hilliard Town Council, Hilliard, Florida.



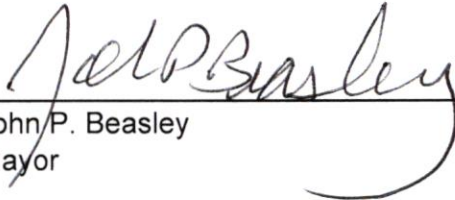
Kenneth A. Sims, Sr.
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



John P. Beasley
Mayor