

HILLIARD TOWN COUNCIL MEETING

Hilliard Town Hall / Council Chambers

15859 West County Road 108

Post Office Box 249

Hilliard, FL 32046

TOWN COUNCIL MEMBERS

Floyd L. Vanzant, Mayor
John P. Beasley, Council President
Kenny Sims, Council Pro Tem
Lee Pickett, Councilman
Jared Wollitz, Councilman
Callie Kay Bishop, Councilwoman

ADMINISTRATIVE STAFF

Lisa Purvis, Town Clerk
Richie Rowe, Public Works Director
Gabe Whittenburg, Parks & Rec Director

TOWN ATTORNEY

Christian Waugh

MINUTES

THURSDAY, NOVEMBER 04, 2021, 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 Floyd Vanzant
Council President John Beasley
Council Pro Tem Kenny Sims
Councilman Lee Pickett
Councilman Jared Wollitz
Councilwoman Callie Kay Bishop

PUBLIC HEARING

ITEM-1 PUD Rezoning No. 20210809 - Rezoning A-1 to Establish the Greenbrier PUD Ordinance No. 2021-09 - Open Public Hearing
An Ordinance of the Town Council of the Town of Hilliard, Florida, Rezoning the Property Located on the Westside of U.S. 301 (U.S. Highway 1/State Road No. 5) to the South of the Intersection with Henry Smith Road, and West of Old Dixie Highway/Kings Road, Described in Attachment "A", Legal Description from A-1, Agricultural to PUD, Planned Unit Development, Specifically Described in Attachment "B" Written Description, and Attachment "C" Site Plan; Providing for Severability, Repealer, and Setting an Effective Date.
Town Attorney Waugh

Disclosure of Ex Parte Communication

Applicant: Rodgers Towers, P.A. and National Land Partners II, LLC, authorized agents for Hilliard Equity Resources, Property Owner

Courtney Garver introduces members and reviews PowerPoint regarding rezoning A1 to a PUD, which consists of 161.2 acres with the Council.

Call for Public Comment

Ursula Jones, 27207 Pond Drive Hilliard, Florida asks about vacating Right of Way, since Ms. Garver stated they have one to vacate.

Skip Frey, 37132 West Fourth Street Hilliard, Florida inquired about School Bus Stops and where they will be placed. Courtney Garver responds, and states Section 4 addresses this issue and that they will coordinate with Town of Hilliard as well as the Nassau County School Board for School Bus Stops. Mr. Frey also mentions school concurrency, Courtney Garver states that was submitted to the Town in August or September 2021 and the Town sends to Nassau County School Board.

Brian Patton, 2504 Safe Harbor Fernandina Beach, Florida states that he is a father of three and his mother was a Superintendent for most of her working life and assures the Council and the Public that they will do their best to make the school happy.

LeeAnn Wollitz, 37024 South Oak Street Hilliard, Florida asks if they will offer to buy out the property next to this development versus these homeowners having 350 homes in their back yards. Mrs. Wollitz also asked if the Town will take over street light bill payments upon completion and what the cost will be.

Henry Vorp, AVA Engineers, 4201 Baymeadows Road, Jacksonville, Florida gives estimates on street light cost per year.

Brian Patton, 2504 Safe Harbor Fernandina Beach, Florida states he did not consider buying out other properties.

Ritchie Rowe, Public Works Director asks about sewer connects.

Close Public Hearing on Ordinance No. 2021-09 at 7:40 p.m.

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

Planning and Zoning Board recommendation of Town Council approval of Ordinance No. 2021-09 Greenbrier PUD

Janis Fleet, AICP - Land Use Administrator

REGULAR MEETING - Town Council Action

Town Council First Reading on Ordinance 2021-09 Greenbrier PUD and Set Public Hearing & Final Reading for Thursday, January 6, 2022, at 7:00 p.m.

Council Pro Tem Sims stated he would like to see a buffer added on Henry Smith of trees.

Councilman Wollitz stated School Bus Stops are in accordance with Nassau County School Board.

Land Use Administrator Fleet advises development will be in phases.

Town Attorney Waugh states we have been asked if we could add right of way vacating in the PUD ordinance upon adoption if a procedure is not yet in place for vacating easements, right of ways or alleyways.

Council Pro Tem Sims states easement vacating should be done at no cost to the Town if included in the PUD Ordinance. Land Use Administrator Fleet inquires on if this can be added.

Town Attorney Waugh states he will look into and advise.

Courtney Garver states the developers can add a 10-foot tree buffer along Henry Smith Road, Bus Stops in accordance with Nassau County School Board, and would like to request the vacating of the Right of Way.

Motion to adopt on First Reading with the conditions of 10-foot buffer along Henry Smith Road of trees and vegetation, School Bus stops in accordance with Nassau County School Board, and to request in the PUD Ordinance vacating of Right of Ways at the developers cost.

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

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

Wanda Nicholes, Event Leader for Relay for Life, 45075 Old Dixie Highway, Callahan, Florida presents a letter of appreciation for the Town of Hilliard for the Town's \$500.00 donation and Mayor Floyd Vanzant accepts on behalf of the Town.

REGULAR MEETING

ITEM-2 Additions/Deletions to Agenda

No items are added to or deleted from the agenda.

ITEM-3 Town Council approval to request Legislative Appropriation Funding for the Construction and Paving of Sixth Street.

Douglas D. Adkins - Dayspring Health

Douglas D. Adkins, Dayspring Health, P.O. Box 1080, Hilliard, Florida states that there are American Rescue Funds for one-time projects and the Legislative Budget deadline is November 17, 2021, to request funds. Mr. Adkins asks for \$170,000.00 to pave Sixth Street, Curb and Cutter, Engineer and Design.

Council President Beasley asked if the sidewalks will be like those in Boulogne.

Councilman Wollitz states the Town needs sidewalks to Winn-Dixie and has letters to our Representatives already, and now Mr. Adkins is asking for another letter to be written. Councilman Wollitz also asks if the Town does not write the letter will Mr. Adkins still pave Sixth Street.

Douglas D. Adkins, Dayspring Health, P.O. Box 1080, Hilliard, Florida replies he will but reiterates the Town can ask for several projects at a time.

Councilwoman Bishop asks if Mr. Adkins will pay for the Lobbyist.

Councilman Wollitz also asks this question.

Council Pro Tem Sims clarifies that Councilwoman Bishop is asking if Mr. Adkins is paying the Lobbyist for what the Town needs as well.

Douglas D. Adkins, Dayspring Health, P.O. Box 1080, Hilliard, Florida states that he is a local person.

Councilman Pickett asks that since Sixth Street being paved will be serving Mr. Adkins proposed project, will Mr. Adkins be interested in paying for the sewer issue as well.

Councilwoman Bishop asks if attorney must write the letter, would Mr. Adkins be willing to pay the attorney fees.

Douglas D. Adkins, Dayspring Health, P.O. Box 1080, Hilliard, Florida states he only needs a motion from the Council. Town can put in several projects.

Council Pro Tem Sims states he is okay with doing the letter but would like to have Hilliard's items included in the letter.

Motion is made for the Force Maine from Oxford Street Lift Station to Main Lift Station, Waterline from County Road 108 along US Highway 1 to Eastwood Road, Eastwood Road to County Road 108, Community Center/Hurricane Shelter, Pave Sixth Street, Curb & Gutter, and Sidewalk, and Sewer Rehabilitation added for the Town to add to the Legislative Appropriations Request.

Motion is withdrawn by Council Pro Tem Sims, Second is withdrawn by Councilman Pickett.

Motion to set Special Meeting to finalize Item-3 for Monday, November 8, 2021, at 7:00 p.m.

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

ITEM-4 Town Council approval for the Minor Subdivision Application #20210908
Property Owner - Mr. William Pokorski
Parcel ID No. 08-3N-24-2380-0084-0010
Janis K. Fleet, AICP - Land Use Administrator

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

ITEM-5 Town Council approval to accept Town Clerks recommendation to move Town Hall Administrative Assistant Alicia Head from Introductory Probationary status to Regular Full Time Employment status.
Lisa Purvis, MMC - Town Clerk

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

- ITEM-6 Town Council approval of the Minutes from the October 21, 2021, Regular Meeting.
Lisa Purvis, MMC - Town Clerk
- Motion made by Council Pro Tem Sims, Seconded by Council President Beasley.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop
- ITEM-7 Town Council approval of Nassau County Council on Aging Donation for Fiscal Year 2021-2022, to assist Seniors in Hilliard with their Water and Sewer Bills in the amount of \$10,000.00.
BUDGETED DONATION FROM WATER AND SEWER PENALTY FEES COLLECTED
- Motion made by Council President Beasley, Seconded by Councilman Wollitz.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop
- ITEM-8 Town Council approval of The Kenton Group dba Baldwin Quality Plumbing, Pay Request No. 1 through September 30, 2021, Project Name: Gravity Sewer Overflow Pipe on 4th Street Project in the amount of \$29,542.50.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$110,075.00
- Motion made by Council Pro Tem Sims, Seconded by Councilman Wollitz.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop
- ITEM-9 Town Council approval of The Kenton Group dba Baldwin Quality Plumbing, Pay Request No. 2 through October 29, 2021, Project Name: Gravity Sewer Overflow Pipe on 4th Street Project in the amount of \$49,050.00.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$11,075.00
- Motion made by Councilman Wollitz, Seconded by Council President Beasley.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop
- ITEM-10 Town Council approval of AECOM, Payable through October 8, 2021, Project Name: New Box Hangar & Hangar Repairs at the Hilliard Airpark in the amount of \$3,258.00.
FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT \$58,940.00
- Motion made by Councilman Wollitz, Seconded by Council President Beasley.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop
- ITEM-11 Town Council approval of McInnis Services, LLC dba LMC Steel, Payable for Pay Request No. 1 through October 31, 2021, Project Name: New Box Hangar, Hangar Repair & New Equipment Storage Building at Hilliard Airpark in the amount of \$98,344.00.

**FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT
\$515,857.00**

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

- ITEM-12 Town Council approval of McInnis Services, LLC dba LMC Steel, Payable for Pay Request No. 2 (Change Order No. 1) through October 31, 2021, Project Name: New Box Hangar, Hangar Repair & New Equipment Storage Building at Hilliard Airpark in the amount of \$28,300.00.
FAA CARES 100% FUNDED HANGAR REPAIR PROJECT CHANGE ORDER NO. 1 TOTALING \$28,300.00

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

- ITEM-13 Town Council approval of AEC Electrical Contractors Inc., Payable for Pay Request No. 1 through October 26, 2021, Project Name: Security & Lighting at the Hilliard Airpark in the amount of \$40,375.00.
**FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT
\$165,000.00**

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

- ITEM-14 Town Council approval of AECOM, Payable through October 8, 2021, Project Name: Security Improvements at Hilliard Airpark in the amount of \$2,959.00.
**FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM CONTRACT
\$51,370.00**

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

- ITEM-15 Town Council to set a Special Meeting to Discuss and Decide on the Classification and Compensation Study for the Town of Hilliard.
Lisa Purvis, MMC – Town Clerk

Motion made to table Item–15 to Special Meeting, Monday, November 8, 2021, at 7:00 p.m.

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

ADDITIONAL COMMENTS

PUBLIC

Raymond Schmoldt, 37138 Lee Street Hilliard, Florida 32046 states Mr. Adkin's statement regarding having Picnic Tables on his property for public use were untruthful due to there being no trespass signs posted.

MAYOR & TOWN COUNCIL

Mayor Vanzant reads the upcoming meeting dates

November Meeting:

Monday, 11/08/2021 @7PM Special Meeting
Thursday, 11/18/2021 @6PM Workshop (Gold Cart Ord.)
Thursday, 11/18/2021 @7PM Regular Meeting

Councilman Pickett states that the Veterans Day Event has been cancelled on Saturday, November 6, 2021, due to incoming bad weather.

ADMINISTRATIVE STAFF

PRESENT

Town Clerk, Lisa Purvis
Public Works Director, Ritchie Rowe
Parks & Recreation Director, Gabe Whittenburg

TOWN ATTORNEY

Town Attorney, Christian Waugh reads letter hand signed by Mrs. Amanda Rau and Mrs. Jobeth Vanzant apologizing to the Town Clerk, Lisa Purvis, and to the Town Council for actions at the beginning of the October 7, 2021, Regular Meeting.

ADJOURNMENT

Motion to adjourn at 9:12 p.m.

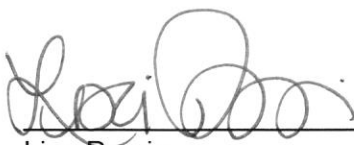
Motion made by Council Pro Tem Sims, Seconded by Council President Beasley.
Voting Yea: Council President Beasley, Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz, Councilwoman Bishop

Approved this 18th day of November, 2021 by the Hilliard Town Council, Hilliard, Florida.



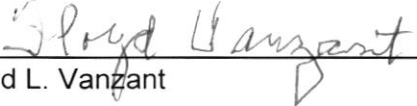
John P. Beasley
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



Floyd L. Vanzant
Mayor