

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

AGENDA

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

REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

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

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

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

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

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

Lisa Purvis, MMC - Town Clerk

ITEM-7 Town Council Approval of the Minutes for the January 18, 2024, Regular Meeting.

Lisa Purvis, MMC - Town Clerk

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

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**

ITEM-10 Town Council Approval of 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

ADDED ITEMS

ADDITIONAL COMMENTS

PUBLIC

MAYOR & TOWN COUNCIL

ADMINISTRATIVE STAFF

TOWN ATTORNEY

ADJOURNMENT

The Town may take action on any matter during this meeting, including items that are not set forth within this agenda.

TOWN COUNCIL MEETINGS

The Town Council meets the first and third Thursday of each month beginning at 7:00 p.m., unless otherwise scheduled. Meetings are held in the Town Hall Council Chambers located at 15859 West County Road 108. Video and audio recordings of the meetings are available in the Town Clerk's Office upon request.

PLANNING & ZONING BOARD MEETINGS

The Planning & Zoning Board meets the second Tuesday of each month beginning at 7:00 p.m., unless otherwise scheduled. Meetings are held in the Town Hall Council Chambers located at 15859 West County Road 108. Video and audio recordings of the meetings are available in the Town Clerk's Office upon request.

MINUTES & TRANSCRIPTS

Minutes of the Town Council meetings can be obtained from the Town Clerk's Office. The Meetings are usually recorded but are not transcribed verbatim for the minutes. Persons requiring a verbatim transcript may make arrangements with the Town Clerk to duplicate the recordings, if available, or arrange to have a court reporter present at the meeting. The cost of duplication and/or court reporter will be at the expense of the requesting party.

TOWN WEBSITE & YOUTUBE MEETING VIDEO

The Town's Website can be access at www.townofhilliar.com.

Live & recorded videos can be access at www.youtube.com search - Town of Hilliard, FL.

ADA NOTICE

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the Town Clerk's Office at (904) 845-3555 at least seventy-two hours in advance to request such accommodations.

APPEALS

Pursuant to the requirements of Section 286.0105, Florida Statues, the following notification is given: If a person decides to appeal any decision made by the Council with respect to any matter considered at such meeting, he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based.

PUBLIC PARTICIPATION

Pursuant to Section 286.0114, Florida Statutes, effective October 1, 2013, the public is invited to speak on any "proposition" before a board, commission, council, or appointed committee takes official action regardless of whether the issue is on the Agenda. Certain exemptions for emergencies, ministerial acts, etc. apply. This public participation does not affect the right of a person to be heard as otherwise provided by law.

EXPARTE COMMUNICATIONS

Oral or written exchanges (sometimes referred to as lobbying or information gathering) between a Council Member and others, including staff, where there is a substantive discussion regarding a quasi-judicial decision by the Town Council. The exchanges must be disclosed by the Town Council so the public may respond to such exchanges before a vote is taken.

2024 HOLIDAYS

TOWN HALL OFFICES CLOSED

- | | |
|--------------------------------|---------------------------|
| 1. Martin Luther King, Jr. Day | Monday, January 15, 2024 |
| 2. Memorial Day | Monday, May 27, 2024 |
| 3. Independence Day Monday | Thursday, July 4, 2024 |
| 4. Labor Day | Monday, September 2, 2024 |
| 5. Veterans Day | Monday, November 11, 2024 |

6. Thanksgiving Day	Thursday, November 28, 2024
7. Friday after Thanksgiving Day	Friday, November 29, 2024
8. Christmas Eve	Tuesday, December 24, 2024
9. Christmas Day	Wednesday, December 25, 2024
10. New Year's Eve	Tuesday, December 31, 2024
11. New Year's Day	Wednesday, January 1, 2025



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: February 4, 2024

FROM: ***Lisa Purvis, MMC – Town Clerk***

SUBJECT: Town Council Approval to Adopt Resolution No. 2024-04, to Support the Expansion of Tourism Development Tax to the Town of Hilliard.

BACKGROUND:

See supporting information.

FINANCIAL IMPACT:

TBD.

RECOMMENDATION:

Town Council Approval to Adopt Resolution No. 2024-04, Supporting the Expansion of Tourism Development Tax to the Town of Hilliard.

RESOLUTION NO. 2024-04

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION, TO SUPPORT THE EXPANSION OF TOURISM DEVELOPMENT TAX TO THE TOWN OF HILLIARD.

WHEREAS, a Tourism Development Tax of 5% is charged on short-term lodging (lodging for less than six months) on Amelia Island within Nassau County;

WHEREAS, Nassau County has embarked on a Countywide Destination and Community Enhancement Strategy which includes an opportunity to expand the benefits of a sustainable tourism economy, including a Tourism Development Tax, to the Town of Hilliard;

WHEREAS, the Town of Hilliard desires to benefit from the Tourism Development Tax which may be used to improve parks, facilities and waterways as well as fund public safety within the Town of Hilliard; and

WHEREAS, the Town of Hilliard desires to improve and protect the quality of life for residents by supporting cultural and historical assets and attracting investment in restaurants, resorts, and other recreational businesses;

NOW THEREFORE BE IT RESOLVED, that the Town Council of the Town of Hilliard is in favor and endorses the expansion of the Tourism Development Tax to the Town of Hilliard.

THIS RESOLUTION adopted this _____, day of _____, _____ by the Town Council of the Town of Hilliard, Florida, and shall become effective on _____.

Kenneth A. Sims, Sr.
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor

Lisa Purvis

From: Maurie Dugger <mdugger@ameliaisland.com>
Sent: Friday, January 12, 2024 5:08 PM
To: Lisa Purvis
Subject: Town Council Resolution

Follow Up Flag: Follow up
Flag Status: Flagged

Lisa,

We've briefly talked about this before, but I wanted to inquire if we could get a resolution of support for the Hilliard Town Council for the TDT expansion to the west side of Nassau County. I know Mayor Beasley is in support, and efforts are beginning to encourage support for this effort, so I wanted to get on your radar about perhaps having a resolution of support from your council.

We've created a website that will be launched in conjunction with the county's visioning plan tomorrow at the bicentennial event, but for reference, take a look at <https://nassautourismworks.com/>. Let me know your thoughts and who I need to contact/ talk with about this.

Thanks so much. Talk to you soon.

Maurie



Maurie Dugger | Director of Program Development
 Amelia Island Convention & Visitors Bureau

📞 904-277-4369 | 📱 202-669-0697

✉️ mdugger@ameliaisland.com

1750 South 14th Street, Suite 200
 Fernandina Beach, FL 32034

AmeliasIsland.com





AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: February 1, 2024

FROM: **Joel Hall P.E. – Public Works Director**

SUBJECT: 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.

BACKGROUND:

This is a request to purchase from the sole supplier for Battle Armor Designs, LLC., a 2022 Culvert Cleaner, which comes complete with a 3' Bucket Mount and two 6' Culvert Cleaner Extensions, that will allow us to clean 20' culverts. This Culvert Cleaner will repair a lot of culverts that are blocked with debris, instead of replacing.

FINANCIAL IMPACT:

\$5,695.00

RECOMMENDATION:

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.

Battle Armor Designs, LLC
1415 N Saint Louis
Batesville, AR 72501 US
valarie.martin@pulleymanagementservices.com

ADDRESS
Town Of Hilliard PO Box 249 Hilliard, Florida 32046 United States

SHIP TO
Town Of Hilliard 37261 Ruby Drive Hilliard, Florida 32046 United States

ESTIMATE #	DATE	
1004	01/22/2024	

PMT METHOD
Check

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
200-1770-01	2022 Culvert Cleaner Package 3ft Bucket Mount	1	4,695.00	4,695.00T
350-5000-00	culvert cleaner extension	2	500.00	1,000.00T

SUBTOTAL	5,695.00
TAX	0.00
TOTAL	\$5,695.00

Accepted By

Accepted Date

Home > Featured > Battle Armor Culvert Cleaner

Battle Armor Culvert Cleaner

BATTLE ARMOR CULVERT CLEANER



**ATTACHES EASILY TO YOUR
TRACK-HOE OR BACK-HOE
BUCKET**

Battle Armor Designs - Culvert Cleaner - Clean & Re...



Clean culverts quickly and easily with the NEW Battle Armor Culvert Cleaner. Unique sweeping scoop paddles expand open when pulling debris and rocks from culverts as small as 12" in diameter and over 36" in diameter. Rocks and debris larger than 2' diameter and over 150 lbs. are no match for the Battle Armor Culvert Cleaner. Specifically designed to tackle the most difficult clogs, especially under low water bridges, concrete or steel culverts, beaver dams and irrigation culverts. Lifting force can even be used to straighten and repair crushed steel culverts.

ATTACHES QUICKLY – WORKS FAST

Attach the Battle Armor Culvert Cleaner into the bucket of your track-hoe or back-hoe with a chain for easy



Menu



Wishlist



Account



Cart

installation and simply push into clogged culvert to remove debris. It's that easy—and quick!

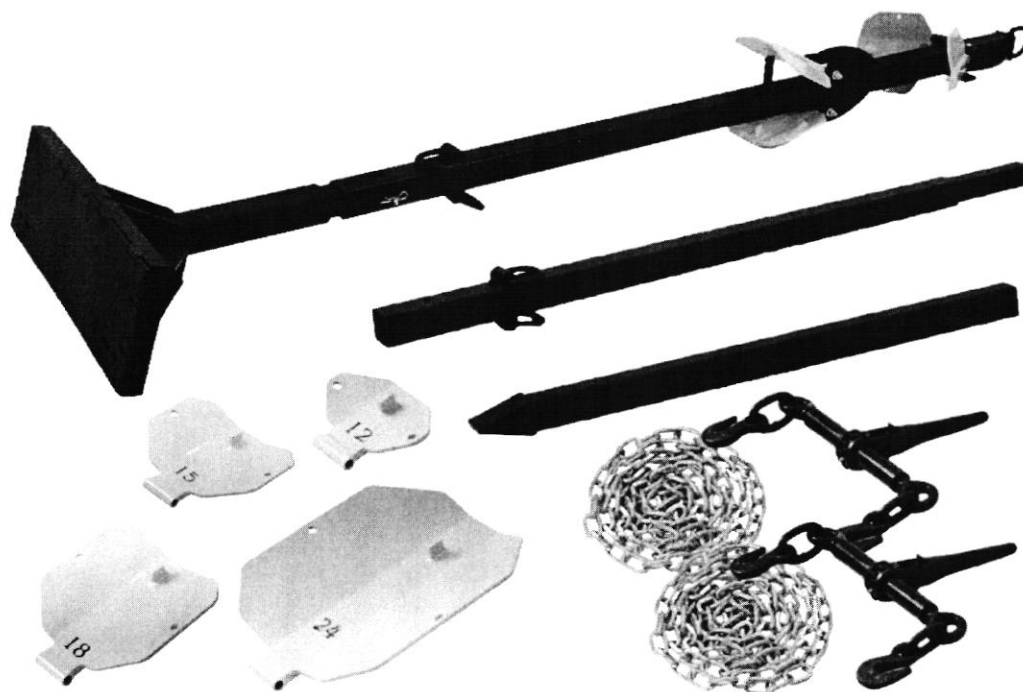
ITEM-3



COMES WITH EVERYTHING YOU NEED TO GET STARTED CLEARING CULVERTS

Consists of an extender for especially deep culverts and bridge, plus metal culvert repair extension. Comes with four sets of scoop paddles (4 each) plus two attaching chains and tow come-alongs. A lighter-weight bucket

For More Information Or To Purchase, Please
Contact Chris Epperson At 870-805-5015



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[Lawn and Garden](#)

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[Battle Armor Culvert Cleaner](#)

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[DemorBox - Outdoor Bluetooth Speaker](#)

[Great Day - Hunting & Utility Accessories](#)

[Rapid Binder](#)

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[Product Support / Warranty](#)

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[About Battle Armor](#)

[Contact Us](#)



Menu



Wishlist



Account



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Cart



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: February 1, 2024

FROM: ***John P. Beasley – Mayor***

SUBJECT: Town Council Approval of The Vietnam Traveling Memorial Wall Agreement between the Town of Hilliard and the Vietnam and All Veterans of Brevard, Inc.

BACKGROUND:

This agreement stipulates the guidelines for bringing the Traveling Vietnam Memorial Wall to Nassau County April 17, 2025, through April 21, 2025.

FINANCIAL IMPACT:

Total of \$6,000.00 once it arrives. Donations will be accepted.

RECOMMENDATION:

Town Council Approval of The Vietnam Traveling Memorial Wall Agreement between the Town of Hilliard and the Vietnam and All Veterans of Brevard, Inc.



The Vietnam Traveling Memorial Wall®
 And Some Gave All Moving Tribute
 Vietnam and All Veterans of Brevard, Inc.
 700 E Fee Ave. Melbourne, FL. 32901 Phone 321-652-4185
www.TravelingWall.us

AGREEMENT 2025

This agreement by and between the Vietnam and All Veterans of Brevard, Inc. (hereinafter the "VVB") and **Town of Hillard** (hereafter the "Sponsor") entered into this date of **1/24/24** as follows

1. This Agreement relates to the VVB providing an approximate 3/5 scale replica of the Vietnam Veteran's Memorial Wall located in Washington, D.C., along with equipment for the name locator and associated equipment. Also include with this display is the Some Gave All Moving Tribute which includes all the names from 9/11 as well as all the names from Desert Shield through the final 13 from 2022 in Afghanistan.
2. The Sponsor shall pay the sum of \$6,000.00 relative to the use of Memorial Wall during the period of **4/17/25** through **4/21/25**. Sponsor shall pay a \$1,000.00 deposit, which is due upon the execution of this Agreement. Sponsor agrees to pay the cost of fuel, and travel expenses to include two (2) motel rooms and per-diem for two (2) people roundtrip. In other words, the \$6,000.00 sum is for the Memorial Wall. All mileage shall be paid by the Sponsor. If the Wall is needed longer, a rate of \$200 per day will be added to the cost. (Can not include two weekends). The parties agree the VVB has the right to adjust the fuel charge up to and including the day prior to the event.
3. The balance of \$5,000.00, along with any other associated costs referred to in this agreement is due upon the arrival of the Vietnam Traveling Memorial Wall at the exhibition site. The parties agree that the exhibition site is located at **NEFL Fairgrounds, 543378 US 1 Callahan FL**.
4. Either party may terminate this agreement without cause within thirty (30) days of signing this Agreement. There must be a timely written notice of intent to cancel this Agreement in order for the deposit of \$1,000.00 to be returned to the Sponsor. In the event the Sponsor elects to cancel the Agreement, then the written notice to cancel must be received by the VVB within thirty (30) days of the date of the signing of this agreement; otherwise, the deposit is forfeited. The Sponsor waives any claim to the deposit in that event.
5. Acceptance of this agreement by the VVB is subject to the Sponsor's compliance with the terms, conditions and guidelines as set forth in Information Kit Rev: November 2021 attached hereto and made a part of this Agreement.
6. The Sponsor must provide a sufficient number of volunteers defined by the VVB for the purpose of setting up the Memorial Wall, providing the name locator assistance, providing 24 hour security and disassembly of the Memorial Wall. The Sponsor shall provide a minimum crew of twenty (20) people (18 years or older) to set up and disassemble the Wall. In the event the Sponsor does not provide the adequate number of people to set up and disassemble the Wall, then the VVB in its sole discretion may hire an outside contractor to provide these services and bill the Sponsor accordingly. The Sponsor specifically agrees to pay the cost of these services.

7. Alternatively, the VVB may cancel this agreement upon arrival at the exhibition site if at least twenty (20) people are not present to set up and committed to disassemble the memorial wall.

In the event the VVB elects to cancel this agreement due to the inadequate number of people to disassemble the Wall, then the VVB is relieved of any and all obligations relating to this agreement and shall retain the \$1,000 deposit which shall be forfeited by the Sponsor.

8. The Sponsor shall provide and prepay for two (2) motel rooms at a major motel acceptable for the duration of the event. Contact manger about extended stay motels. The duration of the event is defined to include 24 hours before the scheduled date and time to assemble the Memorial Wall and 24 hours after the scheduled date and time to disassemble the Memorial Wall unless otherwise agreed by Wall management.
9. Sponsor shall be responsible for obtaining all licenses and permits required for the uses authorized.
10. Sponsor shall indemnify and hold harmless the VVB and its agents, directors, officers, employees and representatives from and against all claims, damages, losses and expenses, of any nature, including but not limited to personal injury and/or property damage arising out of or resulting from the performance of this agreement.
11. The Sponsor shall secure a liability insurance policy naming the VVB as an additional insured in the minimum amount of \$1,000,000.00. The Sponsor shall provide the VVB evidence of the policy at least ten (10) days before the effective date of the arrival of the Memorial Wall.
12. In the event that the exhibit shall be prevented or delayed due to acts of nature or acts of God or any other contingencies beyond the scope and control of the VVB, exhibit dates will be appropriately adjusted and rescheduled.
13. This Agreement shall be interpreted and controlled by Florida law. The parties agree that in the event any issues arise resulting in litigation or any other controversy, then Brevard County, Florida shall be the proper and exclusive venue.
14. The Sponsor shall provide the VVB evidence of compliance of all obligations obtained in this agreement upon demand by the VVB. Any noncompliance by the Sponsor entitles the VVB to cancel the Agreement and retain the deposit(s).
15. This contract between the Vietnam Traveling Memorial Wall (VVB) and Sponsor shall be binding upon the parties and represents the entire agreement between the parties.
16. Each party represents that the person signing this document has been authorized to bind the respective parties.

Vietnam and All Veteran's of Brevard, Inc.

Sponsor

Sign: _____

Name _____

Title _____

Date: _____

Richard Russo, Wall Manager

Date: _____

Wall Cost: \$6000.00

Fuel / Travel Charge: \$ 0.00

Total: \$6000.00

Less Deposit: \$1,000.00

Total Due Upon Arrival: \$5000.00

Please mail completed forms and other information to:

The Vietnam and All Veteran's of Brevard, Inc.

C/O Richard Russo

3682 N. Wickham Rd B-1 209

Melbourne, FL. 32935



AGENDA ITEM REPORT

TOWN OF HILLIARD, FLORIDA

TO: Town Council Regular Meeting Meeting Date: January 18, 2024

FROM: ***Lisa Purvis, MMC – Town Clerk***

SUBJECT: 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.

BACKGROUND:

Property at the North End of the Hilliard Airpark Runway acquisition is required to relocate Pea Farm Road outside of the Runway Protection Zone (RPZ). Town Attorney to send contract for review Monday, January 29, 2024, once finalized.

FINANCIAL IMPACT:

Funds paid by FAA & FDOT Grant Funds with Hilliard Aviation participating in up to \$130,000 of the total cost not covered by grant funds.

RECOMMENDATION:

Town Council 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.

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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

MONDAY, OCTOBER 02, 2023, 6:10 PM

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
Town Clerk Lisa Purvis
Assistant Public Works Director Cory Hobbs

ABSENT

Councilman Dallis Hunter
Public Works Director, Richie Rowe
Parks & Recreation Director Gabe Whittenburg

WORKSHOP

ITEM-1 Town Council and Department Directors review and discussion of the Fiscal Year 2023-2024, Employee Evaluations, Budget and Capital Improvement Plan.

Council President Sims, states that he would like for the following employees to receive a two-step increase and all other to receive one-step:

Alicia Head, with all of the events that she has been doing and how good the public has perceived them.

Gabe Whittenburg, for growing the Parks & Recreation Department to what it is today.

Jason Bergendahl, for obtaining both his Water and Wastewater License.

Parks & Recreation Director, Gabe Whittenburg, states that he would like to move Becky Mirando from part-time status to full-time status.

Assistant Public Works Director, Cory Hobbs, states that Charles Chavarria has been training on and running the heavy equipment and he would like to move him from Grade-3, Step-6 \$19.62 to Grade-4, Step-3 \$20.47, to be in line with the pay rate for heavy equipment operator.

Town Clerk, Lisa Purvis, states that she also would like to request that Alicia Head, instead of being moved two steps be moved from Grade-3, Step-2 \$16.91 to Grade-4, Step-3 \$20.47.

Assistant Public Works Director, Cory Hobbs, states that Jody Wildes also received his Water License recently and now has his Water and Wastewater Licenses.

ADDITIONAL COMMENTS

Assistant Public Works Director, Cory Hobbs, advises that the Belt Press has to have an emergency repair totaling \$7,601.00. The Council agree that this item be placed on the next agenda.

ADJOURNMENT

Motion to adjourn at 7:55 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 _____ day of _____, _____ by the Hilliard Town Council, Hilliard, Florida.

Kenneth A. Sims, Sr.
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor

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

TOWN ATTORNEY

Christian Waugh

HILLIARD PLANNING AND ZONING BOARD MEETING

BOARD MEMBERS

Harold "Skip" Frey, Chair
Wendy Prather, Vice Chair
Charles A. Reed, Board Member
Josetta Lawson, Board Member
Kevin Webb, Board Member

ADMINISTRATIVE STAFF

Lee Anne Wollitz
Land Use Administrator

PLANNING AND ZONING ATTORNEY

Mary Norberg

MINUTES

TUESDAY, OCTOBER 10, 2023, 6:00 PM

CALL TO ORDER

PRAYER & PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Mayor John P. Beasley
Council President Kenny Sims
Council Pro Tem Lee Pickett
Councilman Dallis Hunter
Councilman Joe Michaels
Planning and Zoning Board Chair Harold "Skip" Frey
Planning and Zoning Board Vice Chair Wendy Prather
Planning and Zoning Board Member Charles A. Reed
Planning and Zoning Board Member Kevin Webb
Town Clerk Lisa Purvis
Land Use Administrator Lee Anne Wollitz

ABSENT

Councilman Jared Wollitz
Planning and Zoning Board Member Josetta Lawson
Public Works Director Richie Rowe
Parks & Recreation Director Gabe Whittenburg
Town Attorney Christian Waugh
Planning and Zoning Attorney Mary Norberg

WORKSHOP

ITEM-1 Town Council and Planning and Zoning Board to discuss and review Pre-Application for the Vacation of Right of Way for Block 166 Alley.
Application No. 20230726.1, Block 166 Alley, Property Owner –Ursula Jones.
Lee Anne Wollitz – Land Use Administrator

Lee Anne Wollitz, LUA, explains that there are no water or sewer lines in Block 166 Alley, and that the water and sewer lines are currently around both sides of the block.

ADDITIONAL COMMENTS

Town Council mentions Municipality Grant Funding by Nassau County Board of County Commissioners in the amount of \$50,000 for Town Hall Park.

ADJOURNMENT

Motion to adjourn at 6:25 p.m.

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

Approved this _____ day of _____, _____ by the Hilliard Town Council, Hilliard, Florida.

Kenneth A. Sims, Sr.
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor

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

TOWN ATTORNEY

Christian Waugh

MINUTES

TUESDAY, OCTOBER 10, 2023, 7:30 PM

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
Town Clerk Lisa Purvis
Parks & Recreation Director Gabe Whittenburg
Land Use Administrator Lee Anne Wollitz

ABSENT

Public Works Director Richie Rowe
Town Attorney Christian Waugh

WORKSHOP

ITEM-1 Town Council to discuss the Town of Hilliard's 2024 Nassau Delegation Requests and Nassau County's Requests.
Lisa Purvis, MMC - Town Clerk

Councilman Wollitz states the waterline should be 8 inches. He also states that they should start at the Plants for Nassau County to Westside Regional Park.

The Council ask Town Clerk, Lisa Purvis to invite Nassau County Manager, Taco Pope, and Deputy County Manager/Engineer Robert Companion to come to a Workshop on October 19, 2023, at 5:30 p.m.

The Town Council discuss paying off 1999 Water & Sewer Bond that is at 4.5% interest and preparing a shovel ready Sewer Rehabilitation Project with ARPA funds.

ADDITIONAL COMMENTS

No additional comments.

ADJOURNMENT

Motion to adjourn at 8:11 p.m.

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

Approved this _____ day of _____, _____ by the Hilliard Town Council,
Hilliard, Florida.

Kenneth A. Sims, Sr.
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor

HILLIARD TOWN COUNCIL MEETING

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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, Asst. Public Works Director
Gabe Whittenburg, Parks & Rec Director

TOWN ATTORNEY

Christian Waugh

MINUTES

THURSDAY, OCTOBER 19, 2023, 5:30 PM

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

ABSENT

Town Attorney Christian Waugh

WORKSHOP

ITEM-1 Town Council to discuss the Town of Hilliard's 2024 Nassau Delegation Requests and Nassau County's Requests.

Lisa Purvis, MMC - Town Clerk

Nassau County Manager, Taco Pope, is present for discussion and states that Nassau County wants to assist the Town with their legislative appropriations requests. He mentions pavement management, and that it would cost approximately \$5,000.00 for data needed, and for the actual paving the Town can piggyback on with Nassau County Resurfacing Bid.

Town Clerk Lisa Purvis asks if Nassau County could assist the Town with establishing Mobilization Fees. Mr. Pope states that he would like for the Town to set up a meeting with Robert Companion Deputy County Manager/Engineer unfortunately he was unable to attend tonight's meeting.

Councilman Wollitz states that we need to look into changing the 6-inch water main to an 8-inch water main along US1.

Mr. Pope also reminds that the 2024 Nassau Delegation Requests Forms must be completed by November 1, 2023.

ADDITIONAL COMMENTS

No additional comments.

ADJOURNMENT

Motion to adjourn at 6:09 p.m.

Motion made by Council President Sims, Seconded by Councilman Wollitz.

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

Approved this _____ day of _____, _____ by the Hilliard Town Council, Hilliard, Florida.

Kenneth A. Sims, Sr.
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor

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

MONDAY, OCTOBER 23, 2023, 6:00 PM

CALL TO ORDER

PRAYER & PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Mayor John Beasley
Council President Kenny Sims
Councilman Jared Wollitz
Councilman Dallis Hunter
Councilman Joe Michaels
Town Clerk Lisa Purvis

ABSENT

Council Pro Tem Lee Pickett
Parks & Recreation Director Gabe Whittenburg
Town Attorney Christian Waugh

WORKSHOP

ITEM-1 Town Council to review and rank applicants for the position of Public Works Director.

Lisa Purvis, MMC – Town Clerk

Town Council reviews and edits the sample interview questions, ranking sheet and the Public Works Director's position description. They then review the advertisement and applicants for the Public Works Director position and decide who they would like to interview. Jason Bergendahl, Joel Hall, Cory Hobbs, Jody Wildes, Jefferey Schutz and Bert Warner.

The Town Council discusses thirty-minute interview increments for the applicants selected, and to put on the November 2, 2023, Agenda to set a Workshop for interviews potentially for November 6, 2023, starting at 6:00 p.m.

ADDITIONAL COMMENTS

No additional comments.

ADJOURNMENT

Motion to adjourn at 6:58 p.m.

Motion made by Council President Sims, Seconded by Councilman Hunter.

Voting Yea: Council President Sims, Councilman Wollitz, Councilman Hunter, Councilman Michaels

Approved this _____ day of _____, _____ by the Hilliard Town Council,
Hilliard, Florida.

Kenneth A. Sims, Sr.
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor

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

HILLIARD PLANNING AND ZONING BOARD MEETING

BOARD MEMBERS

Harold "Skip" Frey, Chair
Wendy Prather, Vice Chair
Charles A. Reed
Josetta Lawson
Kevin Webb

ADMINISTRATIVE STAFF

Lee Anne Wollitz
Land Use Administrator

PLANNING AND ZONING ATTORNEY

Mary Norberg

MINUTES

MONDAY, OCTOBER 30, 2023, 6:00 PM

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
Planning and Zoning Board Chair Harold "Skip" Frey
Planning and Zoning Board Vice Chair Wendy Prather
Planning and Zoning Board Member Josetta Lawson
Planning and Zoning Board Member Kevin Web
Town Clerk Lisa Purvis
Land Use Administrator Lee Anne Wollitz

ABSENT

Councilman Dallis Hunter
Planning and Zoning Board Member Charles A. Reed

WORKSHOP

Discussion of ITEM-2 prior to ITEM-1 is decided.

ITEM-2 Town Council and Planning & Zoning Board to discuss the Kings Crossing Project.

Lee Anne Wollitz - Land Use Administrator

Town Council & Planning and Zoning Board Members discuss the following items with representatives with the Kings Crossing Project:

Project possibly being a paired home community or a duplex community.

Water, sewers and fire protection are discussed.

The project is awaiting a wetland delineation to determine pond size.

An email from Mittauer states that the lift station pumping to Whisper Ridge capacity will be determined after further investigation.

Possibly having a water tank for fire protection. Town Sewer not Town water but instead individual wells.

Town Council wants the subdivision to connect to Town Water.

Discussion follows regarding looping water or adding booster pumps.

Kings Crossing Representatives are advised that the Town is working to get funding to correct the water pressure in the area.

ITEM-1 Town Council and Planning and Zoning Board to consider final changes to the LDRs.

Lee Anne Wollitz, Land Use Administrator

Town Council & Planning and Zoning Board Members discuss the following items:

Mobile homes being allowed in all Residential Zoning Districts.

Changing Retail Use back to permissible in Manufacturing Zoning District M-1, same as Commercial Zoning District C-1.

A consensus was reached between by Town Council & Planning and Zoning Board Members to allow both.

ADDITIONAL COMMENTS

No additional comments.

ADJOURNMENT

Motion to adjourn at 7:40 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

Approved this _____ day of _____, _____ by the Hilliard Town Council,
Hilliard, Florida.

Kenneth A. Sims, Sr.
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor

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
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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

MONDAY, OCTOBER 30, 2023, 7:00 PM

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

WORKSHOP

ITEM-1 Town Council to review and rank applicants for the position of Public Works Director.

Lisa Purvis, MMC – Town Clerk

ITEM-2 Public Works Director – Ranking Sheet

ITEM-3 Public Works Director – Interview Questions

ITEM-4 Public Works Director – New Position Description

The Town Council requests that the applicants be put in alphabetical order and to remove the applicant who did not submit their application. The Town Council advise that they are good with the edits made to the position description of the Public Works Director.

The Town Council advise the Town Clerk to schedule two interviews for the Public Works Director Position for the November 2, 2023, Workshop at 6:00 p.m. and to set an additional Workshop at the November 2, 2023, Regular Meeting for the additional applicants to be interviewed.

ADDITIONAL COMMENTS

No additional comments.

ADJOURNMENT

Motion to adjourn at 8:09 p.m.

Motion made by Councilman Michaels, Seconded by Council President Sims.

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

Approved this _____ day of _____, _____ by the Hilliard Town Council,
Hilliard, Florida.

Kenneth A. Sims, Sr.
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor

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, NOVEMBER 02, 2023, 6:00 PM

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
Town Clerk Lisa Purvis

WORKSHOP

- ITEM-1 Town Council to review and rank applicants for the position of Public Works Director.
Lisa Purvis, MMC – Town Clerk
- ITEM-2 Public Works Director – Interview Questions
- ITEM-3 Public Works Director – Ranking Sheet
- ITEM-4 Application – Jason Bergendahl
Town Council, takes turns asking interview questions, and then ranking said questions.
- ITEM-5 Applicant – Cory Hobbs
Town Council, takes turns asking interview questions, and then ranking said questions.

ADDITIONAL COMMENTS

No additional comments.

ADJOURNMENT

Motion to adjourn at 6:55 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 _____ day of _____, _____ by the Hilliard Town Council, Hilliard, Florida.

Kenneth A. Sims, Sr.
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor

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, Councilwoman

ADMINISTRATIVE STAFF

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

TOWN ATTORNEY

Christian Waugh

MINUTES

MONDAY, NOVEMBER 06, 2023, 6:00 PM

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 (TEAMS)
Councilman Joe Michaels

WORKSHOP

- ITEM-1 Town Council to review and rank applicants for the position of Public Works Director.
Lisa Purvis, MMC – Town Clerk
- ITEM-2 Public Works Director – Interview Questions
- ITEM-3 Public Works Director – Ranking Sheet
- ITEM-4 Applicant – Joel Hall
Town Council, takes turns asking interview questions, and then ranking said questions.
- ITEM-5 Applicant – Bert Warner
Withdrew employment application at 9 a.m. on Monday, November 6, 2023
- ITEM-6 Applicant – Jody Wildes
Town Council, takes turns asking interview questions, and then ranking said questions.

ADDITIONAL COMMENTS

Mayor Beasley, comments about receiving text messages regarding noise complaints, and then states that the Nassau County Sherriff's Department states that there is not a noise ordinance to enforce.

Councilman Wollitz, states that the Park should not allow loitering in streets or playing loud music in the park after dusk. Councilman Wollitz continues stating in the Code of Ordinances for the Town, Chapter 30, Offenses and Miscellaneous Provisions, Sectio 30-3, Keeping of nuisances, encompasses the nuisance Ordinances, and that the Nassau Sherriff's Department can enforce this, and that the park closes after dusk.

Council Pro Tem Pickett, states that he will speak with the Webb's regarding the park.

A discussion ensues about setting a Workshop to negotiate with the top candidate Joel Hall for the vacant position of Public Works Director and to offer a starting annual salary of \$70K. Councilman Hunter volunteers to call Mr. Hall tonight regarding being the top candidate and if he will consider the position at a starting annual salary of \$70K. Mr. Hall states that he would like to start at an annual salary of \$75K. Mr. Hall then states that he will accept the position at the starting salary of \$70K but states that he would need his start date to be Monday, November 27, 2023, due having a planned family trip the week of Thanksgiving. Mr. Hall further states that he would like to request that the salary be revisited next budget year. The Council agree and state that they would like this on the next regular meeting agenda so that it can be voted on.

ADJOURNMENT

Motion to adjourn at 8:01 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 _____ day of _____, _____ by the Hilliard Town Council, Hilliard, Florida.

Kenneth A. Sims, Sr.
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor

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
Jared Wollitz, Councilman
Joe Michaels, 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

FRIDAY, NOVEMBER 17, 2023, 2:00 PM

CALL TO ORDER

PRAYER & PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Town of Hilliard:
John P. Beasley, Mayor

Town of Callahan:
Randy Knagge, Mayor
Mike Williams, Manager
Shawna Guglinzza, Town Clerk

Northeast Florida Fair Associations:
Paulette Kirkland, Board

Kynex Fireworks:
Merrill Taylor, Pyrotechnician

Westside Journal
Dawn West, Publisher

Nassau County
Jay Roberson, Parks & Recreation Director
Brandy Carvalho, Director of Strategic Advancement & Economic Resources

WORKSHOP

ITEM-1 Hilliard Town Council to discuss with the Town of Callahan, the Northeast Florida Fair Associations, Nassau County, Kynex, Inc., Fire Department, and the Sheriff's Department the July 4th, 2024, Fireworks Display.

Workshop to be held at the Northeast Florida FAIRGROUNDS located at 543350

US Highway 1, Callahan, Florida 32011.

John P. Beasley - Hilliard Town Mayor

Nassau County is contributing \$30,000 to the Fireworks Display.

Discussion to get with the local churches on setting up games for the kids.

Jay Robertson, will work on the kids' zone.

Shawna Guglinzza, will work on getting the food trucks.

John Beasley, will call the Sheriff's Department for security from 3:00 p.m. to 10:00 p.m. for the event.

Next meeting will be Tuesday, January 30, 2024, at 6:00 p.m.

Jay Robertson, asks the Town's to reach out when would be a good time next year for the Traveling History Display to be set up at a Council Meeting.

Both Council's will need to look at increasing their budgets to account for increase in cost for shows on the 4th of July going forward.

Approved this _____ day of _____, _____ by the Hilliard Town Council, Hilliard, Florida.

Kenneth A. Sims, Sr.
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor

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

TUESDAY, DECEMBER 12, 2023, 6:00 PM

CALL TO ORDER

PRAYER & PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Mayor John Beasley
Council President Kenny Sims
Council Pro Tem Lee Pickett (LATE)
Councilman Jared Wollitz
Councilman Dallis Hunter
Councilman Joe Michaels
Lee Anne Wollitz, Land Use Administrator

ABSENT

Town Clerk, Lisa Purvis

WORKSHOP

ITEM-1 Town Council Review & Discussion of Resolution No. 2023-24, Amending the Town of Hilliard Personnel Policy Procedures Manual as it relates to Vacation Benefits.

Mayor Beasley

Council President Sims, spoke with the Florida Retirement System, and states what information is included in the packet.

The Town Council discusses how much one can accrue in one year, how one would be able to carry over, and vacation versus sick leave bank. Regarding the vacation and sick leave bank, all discuss whether staff should be able to sell all. Town Council also discusses removing the sentence in parenthesis in Resolution No. 2023-24, as employees do not need to remain with forty hours unless there is a legal reason not to do so. Next, Town Council discusses how to enter DROP, and how long it will be to do so.

Mayor Beasley, states that he has twenty-three years in the Florida Retirement

System due to his time on Council, and mentions the elected official rate, management/ manager rate.

ADDITIONAL COMMENTS

No additional comments.

ADJOURNMENT

Motion to adjourn at 6:19 p.m.

Motion made by Councilman Michaels, Seconded by Councilman Wollitz.

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

Approved this _____ day of _____, _____ by the Hilliard Town Council, Hilliard, Florida.

Kenneth A. Sims, Sr.
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor

HILLIARD TOWN COUNCIL MEETING

Hilliard Town Hall / Council Chambers
15859 West County Road 108
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Hilliard, FL 32046

TOWN COUNCIL MEMBERS

John P. Beasley, Mayor
Kenny Sims, Council President
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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, JANUARY 04, 2024, 6:00 PM

CALL TO ORDER

PRAYER & PLEDGE OF ALLEGIANCE

ROLL CALL

CALL TO ORDER

PRAYER & PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Council President Kenny Sims
Council Pro Tem Lee Pickett
Councilman Jared Wollitz
Councilman Dallis Hunter
Councilman Joe Michaels
Town Clerk, Lisa Purvis
Public Works Director, Joel Hall P.E.

ABSENT

Mayor John Beasley
Parks & Recreation Director, Gabe Whittenburg
Town Attorney, Christian Waugh

WORKSHOP

ITEM-1 Town Council to Discuss Commercial Drivers Licenses for the Public Works Department

Joel Hall P.E. - Public Works Director

Public Works Director, Joel Hall P.E., explains the need for the Public Works Department to have CDL's and that there needs to be four licensed employees to drive the dump truck purchased two years ago. At the time of purchase of the dump truck, the weight shown was less than the requirement for CDL to operate, but recently it was discovered that the initial weight was only a portion of the dump truck. He also states that those who obtain their CDL should be eligible for a raise.

Councilman Hunter, states that he will contact the Nassau County School Board Superintendent regarding them training the Town's employees.

Council President Sims, states that the Town could send employees to the National Truck Driving School in Green Cove, unless the Nassau County School Board will train them. If NCSB agrees, we will send all Public Works employees.

Councilman Hunter, states that the raise could be one step for those who do get their CDL's.

ADDITIONAL COMMENTS

No additional comments.

ADJOURNMENT

Motion to adjourn at 6:25 p.m.

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

Approved this _____ day of _____, _____ by the Hilliard Town Council, Hilliard, Florida.

Kenneth A. Sims, Sr.
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor

HILLIARD TOWN COUNCIL MEETING

Hilliard Town Hall / Council Chambers
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TOWN COUNCIL MEMBERS

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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, JANUARY 18, 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

ABSENT

Councilman Joe Michaels

PUBLIC HEARING

ITEM-1 Ordinance No. 2023-17 – Block 166 - Vacating Alley
An Ordinance Relating to Public Right-of-Way or Alley; Making Findings;
Vacating Public Right-of-Way or Alley within or surrounded by Block 166; Plat of
the West Portion of Hilliard; within Town of Hilliard, Florida; Authorizing
Recording of a Certified Copy of this Ordinance. For applicant Ursula Jones.
Lee Anne Wollitz – Land Use Administrator

Call for Public Comments
Close Public Hearing on Ordinance No. 2023-17

Following no public comments, motion to close the Public Hearing at 7:01 p.m.

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

TOWN COUNCIL ACTION

Town Council to adopt Ordinance No. 2023-17, on Second and Final Reading.

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

REGULAR MEETING

ITEM-2 Additions/Deletions to Agenda

No additions to or deletions from the agenda.

ITEM-3 Town Council to Consider Ordinance No. 2024-01, An Ordinance of the Town Council of the Town of Hilliard, Florida, A Municipal Corporation 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. Adopting on First Reading and Set Public Hearing & Final Reading for February 15, 2024.
Lisa Purvis, MMC – Town Clerk

Motion made to adopt on First Reading and Set Public Hearing & Final Reading for February 15, 2024.

Motion made by Council President Sims, Seconded by Councilman Wollitz.

Town Clerk, Lisa Purvis, states that the rate would be an increase of 1.38%, and would take effect with the February 20th-March 20th usage bill and payable on or after April 1st. After this, the MCI month would change to June, and the rates would be discussed every budget and then go into effect on the August 20th – September 20th usage billed and payable on or after October 1st.

Both motion and second are rescinded and motion to table Item-3 until the first July 2024, Meeting is made.

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

ITEM-4 Town Council to Consider Holding One Workshop Per Month on the Same Day Each Month.
Lisa Purvis, MMC – Town Clerk

Town Clerk, Lisa Purvis, states that Planning & Zoning Workshops are scheduled the 2nd Tuesday of the month, the Nassau County School Board workshops scheduled 2nd and 4th Thursday monthly. The Nassau County Board of County Commissioners meetings are scheduled the 2nd and 4th Monday, & 3rd Wednesday monthly.

Motion to review and discuss all workshop items at one monthly workshop to be held on the second Thursday of each month.

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

- ITEM-5 Town Council to Set the Annual Joint Workshop with the Nassau County School Board for Monday, January 29, 2024, at 6:00 p.m.

Lisa Purvis, MMC – Town Clerk

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

- ITEM-6 Town Council to Set a Joint Workshop with the Planning & Zoning Board on January 29, 2024, at 7:00 p.m., to discuss the Lofty Annexation and Companion Applications.

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

- ITEM-7 Town Council to Review and Accept the Building Official's Quarterly Report for October 1, 2023, through December 31, 2023.

Bryan Higginbotham – Building Official

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

- ITEM-8 Town Council to Review and Accept the Code Enforcement Officer's Quarterly Report for October 1, 2023, through December 31, 2023.

Delvin Miley, Jr. – Code Enforcement Officer

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

- ITEM-9 Town Council to Review and Accept the Land Use Administrator's Quarterly Report for October 1, 2023, through December 31, 2023.

Lee Anne Wollitz – Land Use Administrator

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

- ITEM-10 Town Council update regarding Commercial Drivers Licenses for the Public Works Department following January 4, 2024, Workshop.

Joel Hall P.E. – Public Works Director

Councilman Wollitz, states that he has been in contact with the Nassau County School Board, and that they are more than willing to help the Town of Hilliard's Public Works Department get their Commercial Drivers Licenses, with the online portion being \$200.00 per person. However, there are still some logistics to be determined at this time.

Town Council decides to put Item-10 on hold until further notice.

- ITEM-11 Town Council to Discuss participating in Virtual 30-minute interview calls with the Nassau County Planning Department for the Nassau County Vision Plan.

Lisa Purvis, MMC – Town Clerk

Town Clerk, Lisa Purvis, states that the last county wide visioning exercise took place in 2006-2009 and culminated in the adoption of the Vision 2032 plan, and subsequently the 2030 Comprehensive Plan. Nassau County is doing things differently this time, as they have hired an extremely talented team to facilitate the vision plan creation process. The first, and most important step in this plan is conducting individual interviews with elected officials from the three municipalities within Nassau County, in which they are trying to schedule as soon as possible. The interviews allow elected officials to speak directly with the consulting team. Interviews are available after hours via phone or zoom. The Internal Lead is Planning Director Elizabeth Backe, and Project Lead is Kailey Saver.

- ITEM-12 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 Town Attorney, Christian Waugh is in the process of preparing a draft contract for land acquisitions and should have ready for Council approval by the next meeting.

Motion to table Item-12 until February 1, 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 Hunter

- ITEM-13 Town Council Approval of the Minutes for the January 4, 2024, Regular Meeting.

Lisa Purvis, MMC - Town Clerk

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

- ITEM-14 Town Council Approval of Lampe, Roy & Associates, Inc. Payable through January 9, 2024, Project Name: Florida Department of Transportation Land North in the Amount of \$1,100.00
FDOT PTGA 100% GRANT FUNDED PROJECT LUMP SUM GRANT \$464,000.00

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

- ITEM-15 Town Council Approval of blank, Payable through January 11, 2023, Project Name: blank, in the amount of \$9,780.29.
CAPITAL FUNDED PROJECT LUMP SUM CONTRACT \$9,780.29

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

ADDITIONAL COMMENTS

PUBLIC

No public comments.

MAYOR & TOWN COUNCIL

Council Pro Tem Pickett, states that he would like for the Town to do a donation or something for the First Baptist Church of Boulogne to show our appreciation, for them letting the Town use their bus again this year to go to Tallahassee for Rural Counties Day at the Capitol.

Mayor Beasley, states that the Town had purchased during COVID new sound equipment and that he would like for the Town to surplus the two older pieces of sound equipment on February 1, 2024, Regular Meeting Agenda.

He states that he is in the process of compiling information for the Mayor's State of the Town address and would like for all department heads to provide information of accomplishments within their departments over the past year.

He mentions the upcoming Fireworks Meeting with the Town of Callahan, Northeast Florida Fair Association and Nassau County on January 29, 2024. At 6:00 p.m., as Nassau County is budgeting \$30,000.00 towards the show as part of their bicentennial celebration. He states that Alicia Head, Administrative Assistant, is spearheading to bring Vietnam Veteran Wall to Nassau County hopefully in 2025 with the VFW.

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 he sent out to everyone a monthly report of what all the Public Works Department has done and that he would like to continue to do this monthly, in which he wants feedback from all.

Town Clerk, Lisa Purvis, states that the Town has advertised for CDBG Grant Administrative Services & Engineering Services, that she will place on the monthly Workshop Agenda for ranking of firms for the requested services. Advertisements began January 16, 2024, with the Florida Times Union, and the RFP's are due January 31, 2024. Reminds all of Rural Counties Day at the Capital on January 25, 2024, 10:00 a.m. – 2:00 p.m. The bus will leave Town Hall at 6:00 a.m., and asks Council President Sims, if he would drive again this year. For the Town's Item at the event, we have 500 pine tree seedlings that were donated by Chad Brock, we will package and have a sticker with the Town's logo, of which Alicia Head, Administrative Assistant, and Lee Anne Wollitz, Land Use Administrator, came up with. She plans to reach out to Nassau County to see which monthly workshop they will be able to attend to assist the Town with Mobilitie Fees and to discussion piggy backing on the Pavement Management Plan.

Mayor Beasley states that he spoke with Nassau County Environmental Development Board Executive Director, Sherri Mitchell and she has big information to share with the Town at our February 15, 2024, regular meeting. We have a HAC Meeting on Monday, January 22, 2024, at 7:00 p.m. The Town Clean-Up, and Car Show will be discussed along with other upcoming events. Food Truck Fridays have piqued the interest of some music performers, and so starting soon music will be played during Food Truck Friday.

TOWN ATTORNEY

Town Attorney Christian Waugh, states that he should have Land Acquisition Contracts for the Town Council's approval at the February 1, 2024, regular meeting.

ADJOURNMENT

Motion to adjourn at 7:51 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

Approved this _____ day of _____, _____ by the Hilliard Town Council, Hilliard, Florida.

Kenneth A. Sims, Sr.
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

John P. Beasley
Mayor

**TELEDYNE INSTRUMENTS, INC.**

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Federal ID: 95-4888283

Page 1 of 2

Remit to:

12497 Collections Center Drive
Chicago, IL 60693
ABA# 121-000-358
Acct# 12331-07806

ITEM-8

Sold To:

Accutech Instrumentation dba Instrument Specialties
3915 SHOPTON RD STE 101
CHARLOTTE, NC 28217
United States

Invoice

Bill To:

TOWN OF HILLIARD
3915 SHOPTON RD STE 101
CHARLOTTE, NC 28217
United States

Ship To:

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121223JW
37261 RUBY DRIVE
Hilliard, FL 32046
United States

Sales Order		Customer PO		Customer Reference		Payment Terms		Discount		Customer No		Invoice No	
00709108		40113664				Net 30				0058907		S020639396	
Carrier			Tracking Number			Teledyne Contact Information						Invoice Date	
UPS Ground			1Z6343870390436292			Cruz, Kristi			800/228-4373			12/28/2023	
Delivery Terms				Named Destination				Packing List				RMA Number	
ORIG-S&HAd								00731200					
Line	Item Number		Description				Tax	U/M	Quantity	Unit Price		Amount	

682950001	GLS W/2.5GAL PLSTC GLS Sampler with 2.5 gallon (10 liter) polypropylene bottle.	ea	2	2,801.60	5,603.20
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Serial Number(s): 602954001:
223M01613 223M01632

609004379	S/L W/STR 3/8X25 S 3/8 inch ID x 25 ft. long vinyl suction line with standard weighted polypropylene strainer. Includes tubing coupler.	ea	2	159.80	319.60
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601684040	BAT ASSY NICAD KB Model 934 Nickel-Cadmium Battery. Rechargeable, 12 VDC, 4 amp-hours. For use with Isco GLS, 3700, 6100, and 6700 Series Portable Samplers; 4200 Series Flow Meters; and 150 Portable Peristaltic Pump. Recharge using Model 961 or 965 battery charger.	ea	2	321.30	642.60
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Serial Number(s): 601684040:
223M01403 223M01423

1101-06-53664

These items are controlled by the U.S. Government and authorized for export only to the country of ultimate destination for use by the ultimate consignee or end-user(s) herein identified. They may not be resold, transferred, or otherwise disposed of, to any other country or to any person other than the authorized ultimate consignee or end-user(s), either in their original form or after being incorporated into other items, without first obtaining approval from the U.S. government or as otherwise authorized by U.S. law and regulations.

Seller's acceptance of this Order is expressly conditioned upon the Buyer's assent to Seller's Terms and Conditions of Sale as stated in Seller's Offer and found at the applicable Teledyne company internet website listed below. Seller is proceeding with the performance of Buyer's Order strictly on this basis. Teledyne ISCO is an indirect subsidiary of Teledyne Technologies Incorporated. Teledyne Ethics Line 1-877-666-6968.

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Page 2 of 2

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Acct# 12331-07806

ITEM-8

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Invoice

Bill To:

TOWN OF HILLIARD
3915 SHOPTON RD STE 101
CHARLOTTE, NC 28217
United States

Ship To:

TOWN OF HILLIARD
121223JW
37261 RUBY DRIVE
Hilliard, FL 32046
United States

Sales Order	Customer PO	Customer Reference	Payment Terms	Discount	Customer No	Invoice No
00709108	40113664		Net 30		0058907	S020639396
Carrier		Tracking Number	Teledyne Contact Information			Invoice Date
UPS Ground		1Z6343870390436292	Cruz, Kristi	800/228-4373		12/28/2023
Delivery Terms		Named Destination		Packing List		
ORIG-S&HAd				00731200		

Line	Item Number	Description	Tax	U/M	Quantity	Unit Price	Amount
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601684088	PWR PK HIGH CAP 913 KB Model 913 High Capacity Power Pack. Converts 120 VAC, 50/60 Hz to 12 VDC. Includes separate output for charging Isco batteries. For use with Isco GLS, 3700, 6100, and 6700 Series Portable Samplers; 4200 Series Flow Meters; and 150 Portable Peristaltic Pump. **Third Party Controlled**	ea		1	393.55	393.55
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Serial Number(s): 601684088:
223M00599

Shipping & Handling 214.00

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Invoice Amount

7,172.95 USD

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www.teledyneisco.com
+1-800-228-4373

ATTENTION: REGARDING SALES TAX

If you should not be charged sales tax, it is imperative to provide a tax exemption certificate or direct payment permit for the state to which order is being delivered. Send exemption certificate to LIN_CFS@teledyne.com

Thank you for your order

55

QUOTE



Address your Order to:

Instrument Specialties
3885 St. John's Parkway
Sanford, FL 32771
Tel: 407-324-7800
Fax: 407-324-1104
www.isisales.com

Quotation #: 166783

Please refer to this number when ordering

To: Larry Wildes
Town of Hilliard

37261 Ruby Drive
Hilliard, FL 32046

Date: 11/7/2023

Expiration Date: 12/22/2023

Phone: (904) 424-4530

Fax:

Email: jwildes@townofhilliard.com

SALESPERSON	FOB	EST. LEAD TIME	PAYMENT TERMS	SHIPPING METHOD	SHIPPING TERMS
Chuck Marie	Origin	3-4 Weeks	Net 30	Best Way	Prepaid and Add

Line	Vendor	Part Number	Description	QTY	Unit Price	Total Price
1	Teledyne Isco	68-2950-001	GLS Sampler with 2.5 gallon (10 liter) polypropylene bottle.	2	\$3,296.00	\$6,592.00
2		60-9004-379	3/8 inch ID x 25 ft. long vinyl suction line with standard weighted polypropylene strainer. Includes tubing coupler.	2	\$188.00	\$376.00
3		60-1684-040	Model 934 Nickel-Cadmium Battery. Rechargeable, 12 VDC, 4 amp-hours. For use with ISCO GLS, 3700, 6100, and 6700 Series Portable Samplers; 4200 Series flowmeters; and 150 Portable Peristaltic Pump. Recharge using Model 961 or 965 battery charger.	2	\$378.00	\$756.00
4		60-1684-088	"Model 913 High Capacity Power Pack. Converts 120 VAC, 50/60 Hz to 12 VDC. Includes separate output for charging ISCO batteries. UL and ULC listed. For use with ISCO GLS, 3700, 6100, and 6700 Series Portable Samplers; 4200 Series flowmeters; and Signature Portable flowmeters. "	2	\$463.00	\$926.00

Best Regards,

Chuck Marie

Inside Sales

E-mail: Chuckm@isisales.com

RECEIVED
JAN 16 2024

TOWN OF HILLIARD

Subtotal	\$8,650.00
Taxable Subtotal	\$8,650.00
Sales Tax	\$0.00
Estimated Shipping & Handling	\$214.00
Grand Total	\$8,864.00

Thank you for your inquiry!

All Orders Subject to ISI and/or Vendor Terms & Conditions



Packing List

Sold To:
Accutech Instrumentation dba Instrument Specialties
3915 SHOPTON RD STE 101
CHARLOTTE, NC 28217
United States

Bill To:
Accutech Instrumentation dba Instrument Specialties
3915 SHOPTON RD STE 101
CHARLOTTE, NC 28217
United States

Ship To:
TOWN OF HILLIARD
121223JW
37261 RUBY DRIVE
Hilliard, FL 32046
United States

Sales Order	Customer PO	Customer Reference	Packing List	Ship Date			
00709108	40113664		00731200	12/28/2023			
Shipping Instructions		Named Destination	Ultimate Destination				
			USA				
Delivery Terms			Carrier				
Domestic ONLY-Origin - S&H Added			UPS Ground				
Teledyne Contact		Contact Phone	Contact Email				
Cruz, Kristi		800/228-4373	kristi.cruz@teledyne.com				
Line	Item Number	Rev	Description	Shipped	Back-Order	U/M	Carton No.

601684088

--

PWR PK HIGH CAP 913 KB Model 913 High Capacity
Power Pack. Converts 120 VAC, 50/60 Hz to 12 VDC.
Includes separate output for charging Isco batteries. For
use with Isco GLS, 3700, 6100, and 6700 Series
Portable Samplers; 4200 Series Flow Meters; and 150
Portable Peristaltic Pump. **Third Party Controlled**

1

0

ea 1, 2

Origin: United States
Destination: USA

Serial Number(s):

601684088:
223M00599

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Teledyne ISCO is a registered business name of Teledyne Instruments, Inc., a subsidiary of Teledyne Technologies Incorporated. Teledyne Ethics Line
1-877-666-6968.





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United States

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Ship To:
TOWN OF HILLIARD
121223JW
37261 RUBY DRIVE
Hilliard, FL 32046
United States

Sales Order		Customer PO		Customer Reference		Packing List		Ship Date			
00709108		40113664				00731200		12/28/2023			
Shipping Instructions			Named Destination			Ultimate Destination					
						USA					
Delivery Terms					Carrier			RMA Number			
Domestic ONLY-Origin - S&H Added					UPS Ground						
Teledyne Contact			Contact Phone			Contact Email					
Cruz, Kristi			800/228-4373			kristi.cruz@teledyne.com					
Line	Item Number		Rev	Description				Shipped	Back-Order	U/M	Carton No.

682950001 -- GLS W/2.5GAL PLSTC GLS Sampler with 2.5 gallon (10 liter) polypropylene bottle. 2 ✓ 0 ea 112

Origin: United States
Destination: USA

Serial Number(s): 602954001: ✓
223M01613 223M01632

609004379 -- S/L W/STR 3/8X25 S 3/8 inch ID x 25 ft. long vinyl suction line with standard weighted polypropylene strainer. Includes tubing coupler. 2 ✓ 0 ea

Origin: United States
Destination: USA

601684040 -- BAT ASSY NICAD KB Model 934 Nickel-Cadmium Battery. Rechargeable, 12 VDC, 4 amp-hours. For use with Isco GLS, 3700, 6100, and 6700 Series Portable Samplers; 4200 Series Flow Meters; and 150 Portable Peristaltic Pump. Recharge using Model 961 or 965 battery charger. 2 ✓ 0 ea

Origin: United States
Destination: USA

Serial Number(s): 601684040: ✓
223M01403 223M01423

Continued***

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ORDER ACKNOWLEDGEMENT ITEM-8

INSTRUMENT SPECIALTIES INC
3885 Saint Johns Pkwy
Sanford, FL 32771-6371
US
407-324-7800



Order Number	
10234465	
Order Date	Page
12/13/2023	1 of 2

Bill To:

TOWN OF HILLIARD
PO BOX 249
HILLIARD, FL 32046-0249
US

Ship To:

TOWN OF HILLIARD
37261 RUBY DR
HILLIARD, FL 32046
US

904-845-3555

Ordered By: LARRY WILDES

Customer ID: 570535

Project Ref:

PO Number		Carrier Name	Sales Rep	
121223JW		Best Way	CHARLESMARIE	
Quantity	UOM	Item ID Item Description	Unit Price	Extended Price

2.00	EA	682950001 TELEDYNE ISCO GLS COMPOS. PORT. SAMPLER	3,296.0000	6,592.00
2.60	EA	609004379 TELEDYNE ISCO 3/8 25 FT VINYL LINE KI	188.0000	376.00
2.00	EA	601684040 TELEDYNE ISCO MODEL 934 NICAD BATTERY	378.0000	756.00
2.00 ①	EA	601684088 TELEDYNE ISCO MODEL 913 POWER PACK	✓ 463.0000	926.00

No Charge

Capital / WWTW Sampler

L.D. W

1-9-24

RECEIVED
JAN 16 2024
TOWN OF HILLIARD

ACH ACCOUNT INFORMATION
ACCT NO. 4942460833 ABA ROUTING NO. 121000248
CTX Format Required



CANTRELL RAY REAL ESTATE, LLC

REAL ESTATE APPRAISALS AND CONSULTING



Matthew P. Ray, MAI
Heyward M. Cantrell, MAI
Sarah F. Pinkepank, MAI

Rikke L. Mihos-Russo

INVOICE

FEDERAL TAX I.D. #47-4209434

January 18, 2024

Christian W. Waugh
Waugh Grant, PLLC
201 East Pine Street, Suite 315
Orlando, Orange County, Florida 32801

RE: Appraisal of the property located at 371118 Eastwood Road, Hilliard, Nassau County,
Florida 32046
CRRE 6235.31

FEE FOR APPRAISAL SERVICES:

\$ 2,500.00

PLEASE MAKE CHECKS PAYABLE TO: **CANTRELL RAY REAL ESTATE, LLC**

January 22, 2024

Lisa Purvis, Town Clerk
Town of Hilliard
15859 C.R. 108
Hilliard, FL 32046

Dear Lisa

Keep Nassau Beautiful (KNB) is pleased to support the Town of Hilliard Community Clean-up event in April, encouraging citizens to recycle and keep Hilliard clean and green.

For 2023.2024 planning, with your approval, KNB will provide the following services:

- Contact and confirm Waste Management or Meridian Waste as needed to partner for the collection and disposal of trash
- Contact Sandhill Recycling, Waste Management, or Meridian Waste to coordinate the collection of Yard Debris
- Tipping Fees when In-Kind service is not provided by the hauler (Trash and Yard Debris)
- Trash bags and disposable gloves for volunteers during the community cleanup and trash bags as needed for the Hilliard Town Picnic
- Purchase and delivery of T-shirts (approx. 300)
- WestRock (or alternative) corrugated cardboard boxes as Recycle Bins for the picnic

KNB is requesting a \$2000 donation from the Town of Hilliard in FY23-24 to offset a portion of the costs of services.

Thank you for consideration of this request.

Sincerely,



Lynda Bell
Executive Director, Keep Nassau Beautiful, Inc.
KNB@keepnassaubeautiful.org