

# 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

## STAFF

Lisa Purvis, Town Clerk  
Richie Rowe, Public Works Director  
Kyle Malucci, Parks & Rec Director

## TOWN ATTORNEY

Christian Waugh

---

## Minutes

Thursday, November 7, 2019 at 7:00 PM

### Call to Order

### Roll Call

### Prayer and Pledge of Allegiance

## PRESENT

Mayor Floyd Vanzant  
Council Pro Tem Kenny Sims  
Councilman Lee Pickett  
Councilwoman Callie Kay Bishop  
Councilman Jared Wollitz

## ABSENT

Council President John Beasley

## REGULAR MEETING

### ITEM-1 Additions/Deletions to Agenda

Town Clerk Lisa Purvis requests to add Item-11 to change the date of the first Community Planning Workshop date.

Motion to add Item-11 Change the first Community Planning Workshop date.

Motion made by Councilman Wollitz, Seconded by Council Pro Tem Sims.

Voting Yea: Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz,

Councilwoman Bishop

Absent: Council President Beasley

## PAYABLES

### ITEM-2 October 2019 \$87,672.28

Motion made by Councilman Pickett, Seconded by Councilwoman Bishop.

Voting Yea: Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz,

Councilwoman Bishop

Absent: Council President Beasley

Citizen Cris McConnell raises voting conflict for Councilwoman Bishop for voting on payables when her daddy is listed in payables and further states that he will be filing ethics violation with the Commission on Ethics.

**MINUTES**

**ITEM-3** 10-17-2019 Regular Meeting

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

**TOWN COUNCIL**

**ITEM-4** City Government Week – Hilliard Elementary School Essay Contest  
Winners

Town Attorney Waugh reads aloud each essay and Mayor Vanzant present the winners with a certificate and a small monetary award. Congratulations to our winners: 3<sup>rd</sup> Place Mya Fryer \$20, 2<sup>nd</sup> Place Charlee King \$30 & 1<sup>st</sup> Place Hannah Wollitz \$50.

**ITEM-5** Agenda Item Request – Septic Tank Exception – Mr. Donald Gamble

Donald Gamble 10554 Citrus Lane, Jacksonville, FL ask for a septic tank exception to build his new home on Iowa Street at the corner of West Eleventh Avenue, Block 204 Lots 13 through 20.

Motion to grant the septic tank exception for Mr. Donald Gamble on Iowa Street at the corner of West Eleventh Avenue, Block 204 Lots 13 through 20.

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

**ITEM-6** Agenda Item Request – Septic Tank Exception – Mr. Michael Franklin

Michael Franklin CR 108, Hilliard, FL ask for a septic tank exception for his property located on West Twelfth Avenue at the corner of Montana Street Block 206, Lots 1-4.

Councilwoman Bishop advises she will be abstaining due to Mr. Michael Franklin being her father.

Motion to grant the septic tank exception for Mr. Michael Franklin for his property located on West Twelfth Avenue at the corner of Montana Street Block 206, Lots 1-4.

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

**ITEM-7** Agenda Item Request – Subdivision Final Plat Approval – Mr. Wayne Bishop

Wayne Bishop 15977 CR 108, Hilliard, FL provided the final plat to the Council for his subdivision on CR 108 Hilliard, FL which includes the utility easement. Town Attorney Waugh advises he has reviewed, and it satisfies the legal requirements. Town Clerk Purvis advises Land Use Administrator Janis Fleet advised although the Town had not received the DEP Certification back for the water and sewer the Council could go ahead and except this final plat.



Councilwoman Bishop advises she will be abstaining due to Mr. Wayne Bishop being her husband.

Motion to approve the final plat for Wayne Bishop subdivision on CR 108.

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

## **PUBLIC WORKS DIRECTOR**

### **ITEM-8** Capital Purchase Approval – Dump Truck

Public Works Assistant Director Greg Grooms recommends purchasing dump truck #3 in the amount of \$78,380.00 from Lou Bachrodt Freightliner due to the fact it can be purchased with an extra 2-foot bed which would be great for hauling culverts.

Motion to follow Public Works Assistant Director Grooms' recommendation on purchasing dump truck #3 with the additional 2' bed extension for an extra \$1,000 from Lou Bachrodt Freightliner for the total amount of \$78,380.

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

### **ITEM-9** Budget Approval – Step-Down Transformer Eastwood Lift Station

Public Works Director Ritchie Rowe comments on why he is just now presenting this invoice for Capitol Purchase of \$5,000. For a transformer to convert the generator from one lift station to another specifically Eastwood Lift Station due to it being different. The transformer was deemed an emergency item by Public Works Director Rowe and the Mayor approved by signing. Public Works Director Rowe ordered the transformer on July 16, 2019 and work completed on October 18, 2019. Councilman Sims brings up that if Public Works Direct Rowe decided this was an exigent circumstance that he would be able to order it at the time. Attorney Waugh states the code defines exigent circumstance as something less than an emergency, it is within the discretion of the department heads and the Town Council.

Motion to pay for the step-down transformer at the Eastwood lift station in the amount of \$5,000.00 to Osprey I&E Incorporated.

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

### **ITEM-10** Budget Approval – Dezurik 3-Way Valve WWTP (Flotech)

Public Works Director Ritchie Rowe explains how the Dezurik 3-way valve works, how important this valve is to this waste water treatment system and provides additional information on past experiences. On April 4<sup>th</sup> the Mayor signed off that this was an emergency even though it was not installed until October 8, 2019. Councilman Pickett ask if the valve had been budgeted, Town Clerk Purvis states she believes this item was not in the budget. Attorney Waugh comments on the time from Mayor signing to install and why 3 quotes were not obtained. Director Rowe advises that he did not get 3 quotes due to it being a sole source product.



Motion to pay Flotech for the Dezurik 3-way valve in the amount of \$21,910.

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

**ADD ITEM-11 Change Community Planning Workshop Dates**

Town Clerk Lisa Purvis request to change the Public Community Workshop #1 on November 21, 2019 at 6:00 pm to December 5, 2019 @ 6:00 pm prior to the Regular Town Council Meeting due to a conflict with Land Use Administrator Janis Fleet schedule and to advertise the workshop.

Motion to change the Public Community Workshop #1 on November 21, 2019 at 6:00 pm to December 5, 2019 @ 6:00 pm prior to the Regular Town Council Meeting as requested.

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

**PUBLIC COMMENTS:**

Cris McConnell 37312 Mill Street, Hilliard, FL comments on a discussion with Assistant Public Works Director Greg Grooms where APWD Grooms indicated that Public Works was unable to haul off spoils from ditch cleaning and due to that W. Eleventh Avenue had now been opened with a lot of dirt added and ditches being graded out without getting a permit from SJRWM. Mr. McConnell advises he had called SJRWM and was advised a permit had not been issued. Mr. McConnell also reminds the Council that there were several meetings held with SJRWM and the Town of Hilliard on exactly how to approach cleaning ditches, maintaining streets, millings, and other maintenance pertaining to streets. The December 14, 2018 meeting included all Council Members, Everett Fry & Geoffrey Sample from SJRWM, Dean Worley, Tim Norman, Public Works Director Ritchie Rowe, Assistant Public Works Director Greg Grooms, Mayor Elect Floyd Vanzant, Michael Franklin Developer / Builder. The March 4, 2019 meeting included all the same in attendance except for Mr. McConnell. In both meetings SJRWM said they would be willing to come and assist the Town by going through all areas and advising what would need to be permitted and not permitted, to Mr. McConnell's knowledge that has never happened.

Michael Franklin CR108 Hilliard, FL reads from the agenda request form the agenda requirements for addressing the Council.

Charles Chavarria 2759 W. Second Avenue, Hilliard, FL request to close off the road between Oak & Michigan Street for emergency vehicles for the big play off game for the Hilliard Flashes. Attorney Waugh advises that it would be in the Department Head's discretion and that because it was not noticed on the agenda the Council would not be able to approve or disapprove.

Harold "Skip" Frey 37132 W. Fourth Street, Hilliard, FL comments on closing the road between Oak & Michigan Street, maybe the Sheriff's Department could help with parking. Mr. Frey also thanks Public Works Director Ritchie Rowe and Assistant Public

Works Director Greg Grooms with the help they provided for the FFA project at the School.

Cris McConnell 37312 Mill Street Hilliard, FL ask if the Resource Officers from the school could not help with this emergency vehicle parking.

Cris McConnell 37312 Mill Street, Hilliard, FL questions the security for the Town's water tower after reading about it in the newspaper, after Public Works Director Rowe gives his administrative comments.

**MAYOR & COUNCIL CLOSING COMMENTS:**

**Mayor Vanzant**

Reminds everyone not to forget the Veteran's Day Ceremony that will be held this Saturday, November 9, 2019 at the American Legend Post 401. Mayor Vanzant comments with regards to the Sunshine Law.

**November Meetings:**

Monday, 11-04-2019 @ 6PM      HAC (Veterans Day Ceremony)  
Thursday, 11-07-2019 @ 7PM      Regular Meeting  
Thursday, 11-21-2019 @ 7PM      Regular Meeting

**December Meetings:**

Thursday, 12-05-2019 @ 7PM      Regular Meeting  
Thursday, 12-18-2019 @ 7PM      Regular Meeting

**Councilman Wollitz**

Reminds citizens about fencing and restraining their dogs. Compliments the Public Works Department on well of a job they have done cleaning up W. Sixth Street. Advises that the County has posted in the Nassau County Record with regards to impact fees being issued for parks & recreation and that the Town should be exempt. Wishes the Hilliard Flashes Football Team the best of luck! Thanks Veterans for all they do and reminds every one of the Town of Hilliard's Annual Veterans Day Ceremony coming up Saturday.

**ADMINISTRATIVE STAFF COMMENTS:**

**Town Clerk Lisa Purvis**

Would like to see a big turn out of Veterans Saturday and wishes the Flashes Football Team good luck!

**Public Works Director Ritchie Rowe**

Thanks Mr. Frey for his help with the FFA project at the school. Requests a workshop to discuss AMI Project because a lot of work is being done with meters, need to look at contract. Town Attorney Waugh will look into contract.

**Parks & Recreation Director Malucci**

Thanks the Veterans for all they do.

**LEGAL COMMENTS:**

**Town Attorney Christian Waugh**


Advises that he and his fiancé' will be at Saturday's Veterans Day Ceremony.

**ADJOURNMENT**

There being no additional business, the meeting adjourns at 8:30 p.m.




Approved this 21<sup>st</sup> day of November 2019, by the Hilliard Town Council,  
Hilliard, Florida.

  
\_\_\_\_\_  
John P. Beasley  
Council President

ATTEST:

  
\_\_\_\_\_  
Lisa Purvis  
Town Clerk

APPROVED:

  
\_\_\_\_\_  
Floyd L. Vanzant  
Mayor