

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, January 16, 2020 at 7:00 p.m.

Call to Order

Roll Call

Prayer and Pledge of Allegiance

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

Open Public Hearing on Ordinance No. 2019-12
Amending Chapter 62 Section 62-361 Zoning & Land
Development Regulations Code

**AN ORDINANCE AMENDING CHAPTER 62 ZONING AND LAND
DEVELOPMENT REGULATIONS OF THE HILLIARD TOWN CODE;
AMENDING SECTION 62-361 - PONDS AND BORROW PITS; AND
PROVIDING FOR AN EFFECTIVE DATE.**

Call for Public Comment

Close Public Hearing on Ordinance No. 2019-12

Town Attorney Waugh reads Ordinance No. 2019-12, by title.

Michael Franklin CR 108, Hilliard, FL speaks regarding wording about fencing around pond verses around property containing pond(s). Also type of fencing being chain link.

Gerald Wollitz 37024 South Oaks Street, Hilliard, FL questions if the amendment states setbacks and should this not mirror swimming pools, not clear.

Attorney Waugh addresses background.

Motion to close the Public Hearing on Ordinance No. 2019-12 7:20 p.m.

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

REGULAR MEETING

ITEM-2 Additions/Deletions to Agenda

No additions/deletions.

PAYABLES

ITEM-3 January 2020 \$23,333.15

Motion to approve all payables except the payable to Councilwoman Bishop's father, Michael Franklin Contracting, Inc.

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

Motion to approve the payable to Michael Franklin Contracting, Inc.

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

MINUTES

ITEM-4 01-02-2020 Regular Meeting

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

PRESENTATION

ITEM-5 Western Nassau Heritage Preservation Initiative Update – Adrienne Burke

Nassau County Director of Planning & Economic Opportunity, Adrienne Burke provides the Council with a Vision Book Presentation. Councilman Wollitz questions transit for Westside of the County and that Nassau County did not make plans for the Westside of the County to commute to the Eastside. Councilman Wollitz also comments on the expanding of fire hydrants. Mayor Vanzant states when he was on the Board of County Commissioners, they did discuss transit, but the funds were not available.

TOWN COUNCIL

ITEM-6 Ordinance No. 2019-12 – Amending Chapter 62 Section 62-361 Zoning & Land Development Regulations Code
AN ORDINANCE AMENDING CHAPTER 62 ZONING AND LAND DEVELOPMENT REGULATIONS OF THE HILLIARD TOWN CODE; AMENDING SECTION 62-361 - PONDS AND BORROW PITS; AND PROVIDING FOR AN EFFECTIVE DATE.

Attorney Waugh reads Ordinance No. 2019-12 – Amending Chapter 62 Section 62-361 Zoning & Land Development Regulations Code. Councilman Wollitz asks if there is a

fence around property would another fence be required around the pond if pond is located within the property fence.

Motion to table and set a workshop on Ordinance No. 2019-12 – Amending Chapter 62 Section 62-361 Zoning & Land Development Regulations Code.

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

ITEM-7 Resolution No. 2020-03 - FDOT PTGA Install Perimeter Security Fencing South

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION ACCEPTING A FLORIDA DEPARTMENT OF TRANSPORTATION OFFER OF A PUBLIC TRANSPORTATION GRANT AGREEMENT AND AUTHORIZING AND DIRECTING THE HILLIARD TOWN COUNCIL TO ACCEPT SUCH AGREEMENT.

Attorney Waugh reads Resolution No. 2020-03, by title.

Town Clerk Lisa Purvis explains that this grant is for the grubbing and fencing of the additional property that the Town will be purchasing in the near future. The State FDOT will fund 10% and the 90% will come from Federal FAA funds therefore making the project 100% funded through Federal and State grant funds.

Motion to adopt Resolution No. 2020-03, FDOT PTGA Install Perimeter Security Fencing South.

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

ITEM-8 Resolution No. 2020-04 – Water & Sewer Rates & Fees
A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION AMENDING RESOLUTION NO. 2018-19, AMENDING WATER AND SEWER USAGE RATES; FOR THE TOWN OF HILLIARD; AND PROVIDING FOR AN EFFECTIVE DATE.

Attorney Waugh reads Resolution No. 2020-04, by title.

Motion to adopt Resolution No. 2020-04 – Water & Sewer Rates & Fees.

Motion made by Councilman Pickett, Seconded by Council Pro Tem Sims.
Voting Yea: Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz,
Councilwoman Bishop
Voting No: Council President Beasley

ITEM-9 Resolution No. 2020-05 – Building Permits Fees
A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION AMENDING RESOLUTION NO. 2006-06, AMENDING BUILDING PERMIT VALUATIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

Attorney Waugh reads Resolution No. 2020-05, by title.

Motion to set a workshop on Tuesday, January 21, 2020 at 6:00 p.m. so the Building Inspector can attend.

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

ITEM-10 Resolution No. 2020-06 – Zoning & Land Use Fees
A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION AMENDING RESOLUTION NO. 2002-02, CHANGING THE SCHEDULE OF FEES FOR THE ZONING AND LAND USE REGULATIONS; ADDING ADDITIONAL FEES TO THE SCHEDULE OF FEES; ADDRESSING THE COST ASSOCIATED WITH REVIEW BY THE TOWN ENGINEER; AND PROVIDING FOR AN EFFECTIVE DATE.

Attorney Waugh reads Resolution No. 2020-06, by title.

Councilwoman Bishop states that she is not in favor of raising fees close to Nassau County's fee schedule. Councilman Wollitz agrees with the new fees and states it should not cost less in the Town than it does in the County to develop property.

Motion to adopt Resolution No. 2020-06 – Zoning & Land Use Fees.

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

ITEM-11 Resolution No. 2020-07 – Parks & Recreation Fees & Programs
A RESOLUTION BY THE HILLIARD TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA; AMENDING RESOLUTION NO. 2018-21; SETTING FORTH THE RULES & REGULATIONS; PROGRAMS & FEES; AND FACILITIES & PROPERTIES FOR THE TOWN OF HILLIARD PARKS & RECREATION DEPARTMENT; PROVIDING AN EFFECTIVE DATE.

Attorney Waugh reads Resolution No. 2020-07, by title.

Town Clerk Lisa Purvis explains that there were only three changes that were made following the January 13, 2020 workshop. Council President Beasley asks what the three items were and Town Clerk Lisa Purvis advises that the first two were the Hometown Heroes program and the Community Contributions both on page 6 of the resolution attachment.

Motion to adopt Resolution No. 2020-07 – Parks & Recreation Fees & Programs with two of the three changes.

Motion made by Council President Beasley, Seconded by Councilman Wollitz.
Voting Yea: Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz,
Councilwoman Bishop, Council President Beasley
Town Clerk Lisa Purvis states that she has found the third change and that it is on page 5 and is the CPR, First Aid & Emergency Oxygen Administration Certification Program and also needs to be approved.

Motion to adopt Resolution No. 2020-07 – Parks & Recreation Fees & Programs with the third item regarding the CPR Certification Program being included.

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

ITEM-12 Agenda Item Request – Septic Tank Exception Extension – Pickett

Motion to table item to the February 6, 2020 agenda.

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

PUBLIC WORKS DIRECTOR

ITEM-13 Capital Purchase Approval – Portable Valve Exerciser

Public Works Director Ritchie Rowe explains and recommends the Portable Valve Exerciser from Ohio Power Tool.

Motion to purchase the Portable Valve Exerciser Model# 98001 from Ohio Power Tool in the amount of \$7,310.00

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

ITEM-14 Discussion – Mikkelsen Property

Public Works Director Ritchie Rowe advises the Council of the plan that he has come up with, after some discussion Councilman Sims and Public Works Director Rowe will meet up to discuss further.

Motion to table item to the February 6, 2020 agenda.

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

PARKS & RECREATION DIRECTOR

ITEM-15 Parks & Recreation Kid Attendant – Resignation – Macy Glisson

Motion to accept Macy Glisson resignation as Kid Attendant with January 16, 2020 as her last day.

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

ITEM-16 Position Process – Kid Attendant Introductory/Probationary Period

Motion to approve hiring Annah Dyal for the Parks & Recreation Kid Attendant position. The position will start January 20, 2020 at a pay rate of \$8.56 per hour.

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

Voting Yea: Council Pro Tem Sims, Councilman Pickett, Councilman Wollitz,
Councilwoman Bishop, Council President Beasley

ITEM-17 Position Process – Kid Attendant Introductory/Probationary Period

Motion to approve hiring Jenni Bradley for the Parks & Recreation Kid Attendant position.
The position will start January 20, 2020 at a pay rate of \$8.56 per hour.

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

PUBLIC COMMENTS:

Dr. Eric Aguilar reminds the Council about the Census count and jobs they are offering.

MAYOR & COUNCIL CLOSING COMMENTS:

Mayor Vanzant

January Meetings:

Tuesday, 01-07-2020 @ 6PM	Joint Workshop (Whisper Ridge PUD)
Monday, 01-13-2020 @ 6PM	Workshop (Fee Resolutions)
Thursday, 01-16-2020 @ 6PM	Workshop (Public Community #2)
Thursday, 01-16-2020 @ 7PM	Public Hearing & Regular Meeting
Thursday, 01-30-2020 @ 6PM	Workshop (Mixed Use PUD)

February Meetings:

Tuesday, 02-04-2020 @ 6PM	Joint Workshop (Public Community P&Z)
Thursday, 02-06-2020 @ 6PM	Workshop (Personnel Policy)
Thursday, 02-06-2020 @ 7PM	Regular Meeting
Thursday, 02-20-2020 @ 7PM	Regular Meeting

ADMINISTRATIVE STAFF COMMENTS:

Town Clerk Lisa Purvis

Comments on the Census Bureau information being on the Town Website and that they are paying high wages.

Public Works Director Ritchie Rowe

Updates the Council on the Suez meeting and how well it went.

Parks & Recreation Director Malucci

Absent

LEGAL COMMENTS:

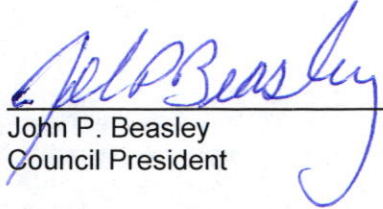
Town Attorney Christian Waugh

Comments on attending the Suez meeting.

ADJOURNMENT

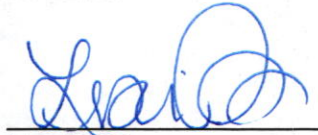
There being no additional business, the meeting adjourns at 8:45 p.m.

Approved this 10th day of February, 2020 by the Hilliard Town Council, Hilliard, Florida.



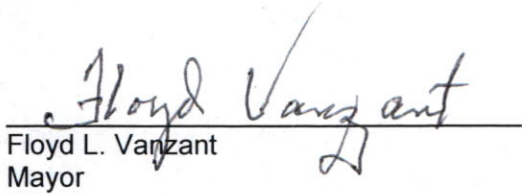
John P. Beasley
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



Floyd L. Vanzant
Mayor

FORM 8B MEMORANDUM OF VOTING CONFLICT FOR COUNTY, MUNICIPAL, AND OTHER LOCAL PUBLIC OFFICERS

LAST NAME—FIRST NAME—MIDDLE NAME BISHOP, CALLIE KAY	NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE HILLIARD TOWN COUNCIL
MAILING ADDRESS 15977 COUNTY ROAD 108	THE BOARD, COUNCIL, COMMISSION, AUTHORITY OR COMMITTEE ON WHICH I SERVE IS A UNIT OF: <input checked="" type="checkbox"/> CITY <input type="checkbox"/> COUNTY <input type="checkbox"/> OTHER LOCAL AGENCY
CITY HILLIARD	COUNTY NASSAU
DATE ON WHICH VOTE OCCURRED 11-20	NAME OF POLITICAL SUBDIVISION: TOWN OF HILLIARD
	MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE

WHO MUST FILE FORM 8B

This form is for use by any person serving at the county, city, or other local level of government on an appointed or elected board, council, commission, authority, or committee. It applies to members of advisory and non-advisory bodies who are presented with a voting conflict of interest under Section 112.3143, Florida Statutes.

Your responsibilities under the law when faced with voting on a measure in which you have a conflict of interest will vary greatly depending on whether you hold an elective or appointive position. For this reason, please pay close attention to the instructions on this form before completing and filing the form.

INSTRUCTIONS FOR COMPLIANCE WITH SECTION 112.3143, FLORIDA STATUTES

A person holding elective or appointive county, municipal, or other local public office **MUST ABSTAIN** from voting on a measure which would inure to his or her special private gain or loss. Each elected or appointed local officer also **MUST ABSTAIN** from knowingly voting on a measure which would inure to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent, subsidiary, or sibling organization of a principal by which he or she is retained); to the special private gain or loss of a relative; or to the special private gain or loss of a business associate. Commissioners of community redevelopment agencies (CRAs) under Sec. 163.356 or 163.357, F.S., and officers of independent special tax districts elected on a one-acre, one-vote basis are not prohibited from voting in that capacity.

For purposes of this law, a "relative" includes only the officer's father, mother, son, daughter, husband, wife, brother, sister, father-in-law, mother-in-law, son-in-law, and daughter-in-law. A "business associate" means any person or entity engaged in or carrying on a business enterprise with the officer as a partner, joint venturer, coowner of property, or corporate shareholder (where the shares of the corporation are not listed on any national or regional stock exchange).

* * * * *

ELECTED OFFICERS:

In addition to abstaining from voting in the situations described above, you must disclose the conflict:

PRIOR TO THE VOTE BEING TAKEN by publicly stating to the assembly the nature of your interest in the measure on which you are abstaining from voting; *and*

WITHIN 15 DAYS AFTER THE VOTE OCCURS by completing and filing this form with the person responsible for recording the minutes of the meeting, who should incorporate the form in the minutes.

* * * * *

APPOINTED OFFICERS:

Although you must abstain from voting in the situations described above, you are not prohibited by Section 112.3143 from otherwise participating in these matters. However, you must disclose the nature of the conflict before making any attempt to influence the decision, whether orally or in writing and whether made by you or at your direction.

IF YOU INTEND TO MAKE ANY ATTEMPT TO INFLUENCE THE DECISION PRIOR TO THE MEETING AT WHICH THE VOTE WILL BE TAKEN:

- You must complete and file this form (before making any attempt to influence the decision) with the person responsible for recording the minutes of the meeting, who will incorporate the form in the minutes. (Continued on page 2)

APPOINTED OFFICERS (continued)

- A copy of the form must be provided immediately to the other members of the agency.
- The form must be read publicly at the next meeting after the form is filed.

IF YOU MAKE NO ATTEMPT TO INFLUENCE THE DECISION EXCEPT BY DISCUSSION AT THE MEETING:

- You must disclose orally the nature of your conflict in the measure before participating.
- You must complete the form and file it within 15 days after the vote occurs with the person responsible for recording the minutes of the meeting, who must incorporate the form in the minutes. A copy of the form must be provided immediately to the other members of the agency, and the form must be read publicly at the next meeting after the form is filed.

DISCLOSURE OF LOCAL OFFICER'S INTEREST

I, CALLIE KAY BISHOP, hereby disclose that on January 16th, 2020 :

(a) A measure came or will come before my agency which (check one or more)

- inured to my special private gain or loss;
- inured to the special gain or loss of my business associate, _____ ;
- inured to the special gain or loss of my relative, Michael Franklin ;
- inured to the special gain or loss of _____, by whom I am retained; or
- inured to the special gain or loss of _____, which is the parent subsidiary, or sibling organization or subsidiary of a principal which has retained me.

(b) The measure before my agency and the nature of my conflicting interest in the measure is as follows:

Michael Franklin Contracting Inc is my fathers business & there was a payable to him.

If disclosure of specific information would violate confidentiality or privilege pursuant to law or rules governing attorneys, a public officer, who is also an attorney, may comply with the disclosure requirements of this section by disclosing the nature of the interest in such a way as to provide the public with notice of the conflict.

1/16/20
Date Filed

Callie Kay Bishop
Signature

NOTICE: UNDER PROVISIONS OF FLORIDA STATUTES §112.317, A FAILURE TO MAKE ANY REQUIRED DISCLOSURE CONSTITUTES GROUNDS FOR AND MAY BE PUNISHED BY ONE OR MORE OF THE FOLLOWING: IMPEACHMENT, REMOVAL OR SUSPENSION FROM OFFICE OR EMPLOYMENT, DEMOTION, REDUCTION IN SALARY, REPRIMAND, OR A CIVIL PENALTY NOT TO EXCEED \$10,000.