

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, May 21, 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
Councilwoman Callie Kay Bishop
Councilman Lee Pickett

ABSENT

Councilman Jared Wollitz

REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

Motion to add Item-13 Establish Re-Opening Procedures – Town Hall Facility & Parks & Recreation Facilities.

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

Motion to add Item-14 PUD Zoning Application Fees Exemption Request for Mr. Bobby Franklin.

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

PAYABLES**ITEM-2** May 2020 \$78,056.14

Motion made by Council Pro Tem Sims, Seconded by Council President Beasley.

Councilman Pickett questions the amount of mower blades purchased at Franklin Equipment Sales. Public Works Director defers to Public Works employee Charles Chavarria who is present, and he advises that three sets of blades were purchased.

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

MINUTES**ITEM-3** 05-07-2020 Public Hearing & Regular Meeting

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

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

PRESENTATION**ITEM-4** Transportation Improvement Program (TIP) Fiscal Year 2020/2021 –
2024/2025 – Milton Locklear, North Florida TPO

Mr. Milton Locklear with the North Florida TPO presented the draft Transportation Improvement Program for Fiscal Year 2020/21 through 2024/25.

TOWN COUNCIL**ITEM-5** Set Workshop – Discuss Restructuring of Mayor’s Duties

Motion to set workshop for Tuesday, June 2, 2020 at 6:00 p.m. and if Councilman Wollitz cannot be available then move the workshop to Monday, June 1, 2020 at 6:00 p.m. with Attorney Waugh available by phone.

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

ITEM-6 Set Workshop – Discuss Town Clerk Employee Complaint & Response

Motion to reconsider the previous motion to set the workshop on Tuesday, June 2, 2020 for Item-5 and instead to set both workshops regarding Item-5 and Item-6 on Monday, June 1, 2020 with the first one at 6:00 p.m. and the other immediately following.

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

TOWN CLERK

ITEM-7 Tyler ExecuTime - Electronic Biometric Time Tracking System Policy

Motion to accept the 401-Timekeeping procedure to amend our current Personnel Policy and Procedure Manual to include this policy amendment.

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

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

Absent: Councilman Wollitz.

PUBLIC WORKS DIRECTOR

ITEM-8 Trash Trap Grit Removal WWTP – U.S. Submergent Technologies (USST)

Motion to approve the piggyback contract agreement with U.S. Submergent Technologies (USST) in the amount of \$58,264.00 with U.S. Submergent Technologies assisting with the grant funding to reimburse the Town for the expense.

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

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

Absent: Councilman Wollitz.

PARKS & RECREATION DIRECTOR

ITEM-9 NCSB School Bus Rental Agreement – Summer Camp Field Trips

Motion to accept the Nassau County School Board Bus Rental Agreement for summer camp field trips.

Motion made by Council Pro Tem Sims, Seconded by Councilwoman Bishop.

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

Absent: Councilman Wollitz.

ITEM-10 Park Facility Use Agreement – Pool Facility Use Summer 2020 WNHS & HMSHS

Motion to approve the Town of Hilliard Park Facility Use Agreement with WNHS & HMSHS for the 2020 Summer swim team's use of the Town's pool facility.

Motion made by Council President Beasley, Seconded by Council Pro Tem Sims.

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

Absent: Councilman Wollitz.

TOWN ATTORNEY

ITEM-11 Zoning Board Appeal – Rules Briefing and Procedures

Following Council discussion Mr. Michael Franklin of County Road 108 speaks regarding the Town Attorney's rules briefing and procedures.

Motion to table adopting written rules briefing and procedures until after the pending appeal.

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

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

Absent: Councilman Wollitz.

Motion to grant Brenton Franklin's request for continuance of his zoning appeal hearing from Thursday, June 4, 2020 at 7:00 p.m. to Thursday, June 18, 2020 at 7:00 p.m.

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

TOWN COUNCIL

ITEM-12 Hilliard 4th of July Fire Works Display - Discussion

Motion to not postpone the Hilliard 4th of July Fire Works Display.

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

ADDITIONAL ITEMS

ITEM-13 Establish Re-Opening Procedures – Town Hall Facility & Parks & Recreation Facilities

Motion to set a Special Meeting for Tuesday, May 26, 2020 at 6:00 p.m.

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

ITEM-14 PUD Zoning Application Fees Exemption Request – Bobby Franklin

Motion to exempt Mr. Bobby Franklin from the Planned Unit Development Application Fees since he has already paid to have his West Eight Street and US Highway 1 property rezoned to R-3 Multi-Family as he was advised by staff.

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

PUBLIC COMMENTS:

No public comments.

MAYOR & COUNCIL CLOSING COMMENTS:

Mayor Vanzant

Memorial Day will be coming up on Monday, May 25, 2020, and the VFW will have a ceremony at 11:00 a.m. at the Oakwood Cemetery.

May Meetings:

Monday, 05-04-2020 @ 6PM
Thursday, 05-07-2020 @ 7PM

Workshop (Audit) WEBEX
Public Hearing & Regular Meeting (Culverts) WEBEX

Thursday, 05-21-2020 @ 7PM
Tuesday, 05-26-2020 @ 6PM

Regular Meeting - COUNCIL CHAMBERS
Special Meeting (Re-Opening Procedures)

June Meetings:

Monday, 06-01-2020 @ 6PM

Workshop (Mayor Veto & Town Clerk Employee Complaint)

Thursday, 06-04-2020 @ 7PM

Regular Meeting

Thursday, 06-18-2020 @ 7PM

Public Hearing & Regular Meeting – (Appeal)

Council Pro Tem Kenny Sims

Advises that his daughter was recently named the new Vice Principal of Hilliard Elementary School and he is very proud of her.

Very glad to be back in the chambers.

Council Member Callie Kay Bishop

Congratulates Council Pro Tem Sims daughter.

Glad to be back in the chambers.

Council President Beasley

Congratulates Council Pro Tem Sims daughter.

Glad to be back in the chambers.

ADMINISTRATIVE STAFF COMMENTS:

Town Clerk Lisa Purvis

Advises will be sending out agenda for the Special Meeting set for Tuesday, May 26, 2020 at 6:00 p.m. tonight.

Advises that the FAA has awarded the Town of Hilliard's Airpark with a \$30,000. CARES grant. This grant can be used for operational costs only at the Hilliard Airpark and we have identified the first item that is needed and unfunded at this time. The QT Pod upgrade for the fuel farm credit card machine. Other items may include the perimeter fence clearing and grubbing.

Congratulates Council Pro Tem Sims' daughter on her promotion and what an honor and for all her career to be at the same school is an added plus.

Public Works Director Ritchie Rowe

Advises that he has no comments, but that Parks & Recreation Director Kyle Malucci had to leave and asked him to announce the planned activity at the park. The Summer Splash Event is this Saturday, May 23, 2020 from 12:00 p.m. to 5:00 p.m. At the Oxford Street Park and that they will be selling wrist bands for \$5 that will get you entrance to the pool and splash pad, hotdog, chips and a soda. That there will also be vendors.

Parks & Recreation Director Kyle Malucci

Left early.

LEGAL COMMENTS:

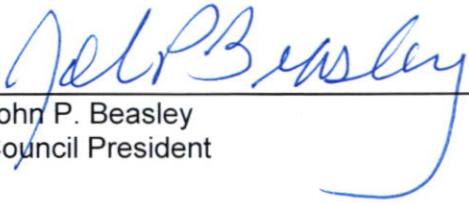
Town Attorney Christian Waugh

No comment.

ADJOURNMENT

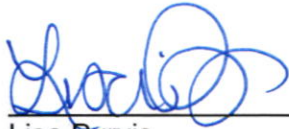
There being no additional business, the meeting adjourns at 9:05 p.m.

Approved this 4th day of June, 2020 by the Hilliard Town Council,
Hilliard, Florida.



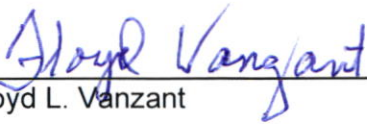
John P. Beasley
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



Floyd L. Vanzant
Mayor