

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
Gabe Whittenburg, Parks & Rec Director

TOWN ATTORNEY

Christian Waugh

Minutes

Thursday, October 15, 2020 at 7:00 p.m.

Microsoft Teams Meeting

Conference ID: 830 234 488#

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 Jared Wollitz
Councilman Lee Pickett

REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

Town Clerk Lisa Purvis advises that she added Item-3 Emergency Ordinance No. 2020-10 Pandemic Pay Policy from the motion that was made at the Emergency Special Meeting held on Tuesday, October 13, 2020.

PAYABLES

ITEM-2 October 2020 \$146,782.42

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

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

Council Pro Tem Sims asks for clarification regarding the stub comment stating a half load. Public Works Director Ritchie Rowe advises that the load was full of half inch stone.

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

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

TOWN COUNCIL

ITEM-3 EMERGENCY ORDINANCE NO. 2020-10 – Pandemic Policy
AN EMERGENCY ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, CREATING A PANDEMIC PAY POLICY, TELECOMMUTING POLICY, AND RETURN TO WORK GUIDELINES AS A PART OF THE TOWN OF HILLIARD'S PERSONNEL POLICY DURING THE COVID-19 EMERGENCY; PROVIDING FOR NON-CODIFICATION, SEVERABILITY, AN EFFECTIVE DATE, AND AN EXPIRATION DATE.

Town Attorney Waugh reads Emergency Ordinance No. 2020-10, by title.

In discussion:

To table the adoption and re name to the State of Emergency Pay Policy so that it can be adopted as a regular ordinance in the future and utilized for more than just pandemics. The Town Attorney to re write several sections that are discussed at length prior to adoption.

Motion to table and set an Emergency Special Meeting by TEAMS for re naming and discussed changes to the Pandemic Pay Policy Emergency Ordinance for Tuesday, October 20, 2020 at 6:00 p.m.

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

PUBLIC COMMENTS:

No public comments.

MAYOR & COUNCIL CLOSING COMMENTS:

Mayor Vanzant

States that there is lots of sickness.

October Meetings:

Tuesday, 10-20-2020 @ 6PM ER Special Meeting (ER Ord Pay Policy)

Council Pro Tem Sims

Hopes everyone well.

States that the Town Hall Staff will rapid test Monday morning in Folkston.

States that the Town Hall and Sewer Plant Building will be cleaned and sanitized over the weekend.

ADMINISTRATIVE STAFF COMMENTS:

Town Clerk Lisa Purvis

Advises that she has moved the cancelled workshop item to the November 5, 2020 regular meeting agenda to set another workshop to discuss.

Public Works Director Ritchie Rowe

Advises that he had a lady call him worried about paying her bill late because no one was at Town Hall. He is advised that the last meeting the Town extended the suspension of late charges to November.

Parks & Recreation Director Gabe Whittenburg

No Comments.

LEGAL COMMENTS:

Town Attorney Christian Waugh

No comments.

ADJOURNMENT

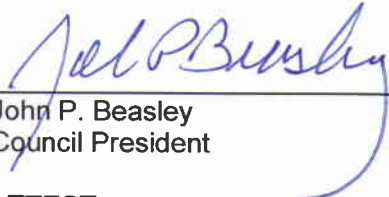
There being no additional business.

Motion to adjourn the meeting at 7:53 p.m.

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

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

Approved this 5th day of November, 2020 by the Hilliard Town Council, Hilliard, Florida.



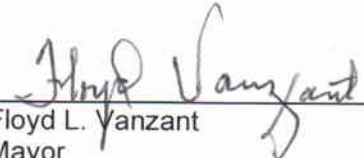
John P. Beasley
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



Floyd L. Yanzant
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 10-15-2020	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 Oct 15th, 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:

Payable to my father's business Michael Franklin Contracting Inc.

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.

Date Filed

Callie K. 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.