

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, April 15, 2021 at 7:00 p.m.

Call to Order

Roll Call

Prayer & 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

Motion to add ITEM-13 Newest Town Hall Staff Member Resignation.

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

Motion to add ITEM-14 Potential Amendment to the Town Code to Address Concerns
Regarding Properties – Lucas Property.

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

PAYABLES

ITEM-2 Town Council approval of the March 2021 Payables

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

MINUTES

ITEM-3 Town Council approval of the Minutes from the April 1, 2021 Regular Meetings.

Councilwoman Bishop request to have her arrival time corrected. Councilwoman Bishop questions the verbiage of ITEM-15, Attorney Waugh states the minutes reflect correctly.

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

ITEM-4 Town Council approval to award CDBG 20 NR Water Main Replacement project contingent upon approval by the Department of Economic Opportunity and the Town Attorney, as well as receipt of proper bonds and insurance certificates, to the low bidder DB Civil Construction, LLC total award amount \$669,300.00.

Town Engineer – Tim Norman, Mittauer & Associates, Inc.

Mittauer & Associates, Inc., Tim Norman advises the Council that 11 bids were received ranging \$669,300.00 to over \$1,500,000.00 which were all over budget.

Motion to award DB Civil Construction, LLC's bid in the amount of \$669,300.00.

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

ITEM-5 Town Council approval to award Gravity Sewer Overflow Pipe on 4th Street project contingent upon approval by the Town Attorney, as well as receipt of proper bonds and insurance certificates, to the low bidder The Kenton Group, Inc. d/b/a Baldwin's Quality Plumbing total award amount \$110,075.00 (Base Bid and Additive Alternate).

Town Engineer – Tim Norman, Mittauer & Associates, Inc.

Mittauer & Associates, Inc., Tim Norman advises the Council that 3 bids were received which were all over budget. The lowest bid amount is \$110,075.00 from The Kenton Group, Inc. dba Baldwin's Quality Plumbing.

Motion to award The Kenton Group, Inc. d/b/a Baldwin's Quality Plumbing bid in the amount of \$110,075.00.

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

ITEM-6 Town Council approval of a Joint Fireworks Display between the Town of Hilliard & Town of Callahan to be held at the Northeast Florida Fairgrounds on Saturday, July 3, 2021 and to contract with Kynex, Inc. with each Town paying \$12,800.00 instead of \$11,450.00 and instead of the business group paying the difference of \$2,700.00, for both Town's to split the entire show totaling \$25,600.00.

Council President – John Beasley

Motion to approve paying the difference of \$2,700.00 for a total \$25,600.00 which will be split between the Town of Callahan and the Town of Hilliard, for the Saturday, July 3, 2021 fireworks show.

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

ITEM-7 Town Council approval of Land Use Administrator Quarterly Report for the period ending March 31, 2021.
Land Use Administrator – Janis Fleet, AICP

Report is provided to the Council for review. No comments or questions.

ITEM-8 Town Council approval of Code Enforcement Quarterly Report for the period ending March 31, 2021.
Code Enforcement Officer – Del Miley

Report is provided to the Council for review. No comments or questions.

ITEM-9 Request for Town Council review of Public Works salaries per September 21, 2020, Council Meeting, Item-6 Employee Bonuses and Benefits.
Public Works Director – Ritchie Rowe

Public Works Director Ritchie Rowe explains his request and advises the Council that two of his employees had received State licenses, one mosquito and one water, but had not received a pay increase also how another employee is working on the safety program and everyone is working extra. Council requests pay increase suggestions. Attorney Waugh questions if it should be for all employees, Councilman Sims states, yes, yes it should.

Motion to set a workshop for Monday, May 3, 2021 at 6:00 p.m.

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

ITEM-10 Town Council approval to set a Workshop to discuss the Town of Hilliard's Building Permit Fees and Nassau County's Building Permit Fees & Exemptions.
Town Clerk – Lisa Purvis, MMC

Motion to set a workshop for Tuesday, April 27, 2021 at 6:00 p.m.

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

ITEM-11 Town Council approval of Resolution No. 2021-10 – a Resolution by the Hilliard Town Council of the Town of Hilliard, Florida; amending Resolution No. 2021-03; setting forth the Rules & Regulations; Programs & Fees; and Facilities & Properties for the Town of Hilliard Parks & Recreation Department; providing an effective date.
Parks & Recreation Director – Gabe Whittenburg

Town Attorney Waugh reads Resolution No. 2021-10, by title.

Parks & Recreation Director Gabe Whittenburg explains the changes that he is recommending.

Motion to adopt Resolution No. 2021-10, Hilliard Parks & Recreation Programs & Fees.

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

ITEM-12 Town Attorney update regarding Medical Marijuana Permanent Regulation Ordinance permitting treatment centers, but the regulations shall in large part be no more onerous than those against pharmacies.

Town Attorney – Christian Waugh

Town Attorney Waugh speaks with regards to permitting medical marijuana treatment center and comments the Ordinance should be presented to the Planning & Zoning Board and should it pass, it would then come to the Town Council.

Motion to direct Town Attorney Waugh to draft a Medical Marijuana Permanent Regulation Ordinance and submit to the Planning & Zoning Board.

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

ADD

ITEM-13 Newest Town Hall Staff Member Resignation

Motion to accept Macie Franzese Town Hall Staff Member's Resignation.

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

ADD

ITEM-14 Potential Amendment to the Town Code to Address Potential Concerns – Lucas Property

Town Attorney Waugh discusses options with regards to accessory uses on noncontiguous property.

PUBLIC COMMENTS:

Harold "Skip" Frey, 37132 West Fourth Street, Hilliard citizen and Planning & Zoning Board Member advises the Council of his thoughts with regards to the Lucas' property.

Joe Michaels, 37131 West First Street questions why the Town would need a Medical Marijuana Ordinance. Councilman Wollitz explains the benefits and breakthroughs that are happening with its use verses prescription medication. Councilman Sims & Pickett also speaks.

MAYOR & COUNCIL CLOSING COMMENTS:

Mayor Vanzant

April Meetings:

Thursday, 04-01-2021 @ 6PM	Workshop (Building Official Contract)
Thursday, 04-01-2021 @ 7PM	Public Hearing & Regular Meeting
Thursday, 04-15-2021 @ 7PM	Regular Meeting
Monday, 04-26-2021 @ 6PM	Joint Workshop (PUD)
Tuesday, 04-27-2021 @ 6PM	Workshop (Building Permits)

May Meetings:

Monday, 05-03-2021 @ 6PM	Shade Meeting
Monday, 05-03-2021 @ 630PM	Workshop (Employee Pay)
Thursday, 05-06-2021 @ 7PM	Regular Meeting
Thursday, 05-20-2021 @ 7PM	Regular Meeting

Councilman Pickett

Likes seeing everyone tonight, bring your friends & we have gone back to 2 meetings per month.

ADMINISTRATIVE STAFF COMMENTS:

Town Clerk Lisa Purvis

Advises of the \$13,000.00 FAA additional Cares Act funding grant and that the Mayor & Town Attorney will need to electronically sign following the meeting.

Public Works Director Ritchie Rowe

No Comment.

Parks & Recreation Director Gabe Whittenburg

Advises that the local churches wanted to thank the Town for allowing them to have the Easter Sunrise Service on the Town's property.

LEGAL COMMENTS:

Town Attorney Christian Waugh

Updates the Council on the proposed ligation and request a Shade Meeting with the Council so they may discuss in detail.

Motion to set a Shade Meeting for Monday, May 3, 2021 at 6:00 p.m. and to move the employee workshop set for Monday, May 3, 2021 to 6:30 p.m.

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

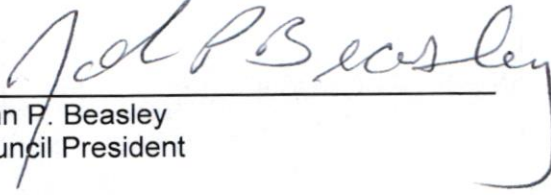
ADJOURNMENT

There being no additional business.

Motion to adjourn the meeting at 7:59 p.m.

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

Approved this 6th day of May, 2021 by the Hilliard Town Council, Hilliard, Florida.



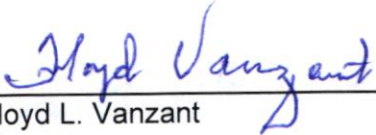
John F. Beasley
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



Floyd L. Vanzant
Mayor