

# HILLIARD TOWN COUNCIL MINUTES

Hilliard Town Hall / Council Chambers  
Post Office Box 249

15859 West County Road 108  
Hilliard, FL 32046

<b><u>MAYOR</u></b> Floyd L. Vanzant	<b><u>COUNCIL PRESIDENT</u></b> John P. Beasley	<b><u>COUNCIL PRO-TEM</u></b> Kenny Sims	<b><u>TOWN COUNCIL</u></b> Callie Kay Bishop Lee Pickett Jared Wollitz
<b><u>TOWN ATTORNEY</u></b> Christian Waugh	<b><u>PARKS &amp; RECREATION DIRECTOR</u></b> Kyle Malucci	<b><u>TOWN CLERK</u></b> Lisa Purvis	<b><u>PUBLIC WORKS DIRECTOR</u></b> Richie Rowe

**AGENDA**

- ITEM-1** Regular Meeting Agenda
- Thursday, April 4, 2019 @ 7PM
  - Roll Call

Mayor Floyd L. Vanzant	Present
Council President John Beasley	Present
Council Pro Tem Kenny Sims	Present
Councilwoman Callie Kay Bishop	Present
Councilman Lee Pickett	Present
Councilman Jared Wollitz	Present

- Prayer & Pledge of Allegiance

**REGULAR MEETING**

- ITEM-2** Additions/Deletions to Agenda

Councilman Wollitz would like to add Item-13A setting a workshop to discuss the State of the Town.

Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	JW	KS	Y	Y	Y	Y	Y

**PAYABLES**

- ITEM-3** March 2019 \$305,800.82

Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	KS	LP	Y	Y	Y	Y	Y

**MINUTES**

- ITEM-4** 03-21-2019 Public Hearing and Regular Meeting

Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	LP	JW	Y	Y	Y	Y	Y

**PRESENTATION**

- ITEM-5** September 30, 2018 Annual Financial Statements – Powell & Jones, Certified Public Accountants

Mr. Richard Powell is present and reviews the Annual Financial Report for September 30, 2018. Mr. Powell advises the Town was stronger at the end of the year than at the beginning of the year in both the General Fund as well as the Proprietary Fund. Motion to approve the Annual Financial Statements and Audit for the fiscal year ending September 30, 2018, prepared by Powell & Jones, Certified Public Accountants.

Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	JB	LP	Y	Y	Y	Y	Y

**PROCLAMATION**

**ITEM-6** State of Florida, Water Management Districts – Water Conservation Month April 2019 – Geoffrey Sample, SJRWMD

Mr. Geoffrey Sample speaks about Water Conservation and thanks the Town for proclaiming April as Water Conservation month. Town Attorney, Christian Waugh reads the proclamation in its entirety. Mayor Vanzant proclaims the month of April as Water Conservation month and presents the proclamation to Mr. Geoffrey Sample on behalf of St. Johns River Water Management District.

**TOWN COUNCIL**

**ITEM-7** Agenda Item Request – Septic Tank Exception – Michael Franklin

Councilwoman Bishop advises she needs to refrain from discussion and abstain from voting due to Mr. Michael Franklin being her father. Mr. Michael Franklin of CR 108 Hilliard advises that Item 7 and Item 8 are the same just different scenarios. Mr. Franklin would like to build on lots 21-24 with the drain fill being on lots 1-4, in this scenario the house would have a larger yard but the Town would need to vacate the alley way. Councilman Sims advises he is not in favor of vacating the alley way therefore, the next scenario will be the only option.

**ITEM-8** Agenda Item Request – Septic Tank Exception – Michael Franklin

Councilwoman Bishop advises again that she needs to refrain from discussion and abstain from voting due to Mr. Michael Franklin being her father. Mr. Harold Frey of 37132 W. Fourth Street, Hilliard has filled out a request to speak form, to speak regarding septic tank exceptions. Mr. Frey speaks against allowing anymore septic tank exceptions in the northwest area of Town until the drainage issues are resolved and proper infrastructure can be completed. Councilman Sims advises the Town is currently addressing the drainage issue in the requested area. Motion to grant a septic tank exception to Mr. Michael Franklin for Block 209, Lots 21-24 located on West Twelfth Avenue.

Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	KS	LP	ABSTAIN	Y	Y	Y	Y

**ITEM-9** Agenda Item Request – Septic Tank Exception Extension – Ryan Hern

Mr. Ryan Hern is unable to attend tonight's meeting due to coaching at the little league fields but has advised that he is requesting a one year extension so that he can start the construction of his new home. Motion to grant a one year septic tank exception extension for Mr. Ryan Hern.

Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	LP	CB	Y	Y	Y	Y	Y

**ITEM-10** Agenda Item Request – Hilliard Highschool Football Sponsorship – Billy Moore

Mr. Billy Moore the Director of the Pride of Hilliard Football Club is present to present to the council about the Pride of Hilliard Football Club and request a sponsorship from the Town.

Motion to donate \$250 to the Pride of Hilliard Football Club.

Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	KS	JB	Y	Y	Y	Y	Y

**ITEM-11** Ordinance No. 2019-03 – Amending Chapter 62 Zoning & Land Development Regulations

First Reading & Set Public Hearing

**AN ORDINANCE AMENDING CHAPTER 62 ZONING AND LAND DEVELOPMENT REGULATIONS OF THE HILLIARD TOWN CODE; AMENDING SECTION 62-67 DESTRUCTION OF A NONCONFORMING USE BUILDING; AMENDING SECTION 62-360 RESIDENCES DESTROYED BY ACTS OF GOD; AND PROVIDING FOR AN EFFECTIVE DATE.**

Mayor Vanzant, reads Ordinance No. 2019-03, by title.

Mayor Vanzant asks former Mayor Cris McConnell if he can speak about this Ordinance. Mr. McConnell of 37321 Mill Street, Hilliard explains a lightning strike is an act of God but improper wiring would not be an act of God. Mr. McConnell advises an act of God needs to be defined. Mayor Vanzant asks Pastor Ted Heglund if he would like to add anything. Mr. Ted Heglund of 37297 Orange Street, Hilliard advises most people think an act of God as lightning but it would have to be defined and it would be hard to define every act of God.

Motion to adopt Ordinance No. 2019-03 – Amending Chapter 62 Zoning & Land Development Regulations on first reading.

Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	JB	KS	Y	Y	Y	Y	Y

A public hearing before the Planning and Zoning Board is set for May 7, 2019 at 7:00 p.m.

A public hearing and final reading before the Town Council is set for May 16, 2019 at 7:00 p.m.

**ITEM-12** Resolution No. 2019-03 – PTGA Hilliard Airpark Maintenance Building  
**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.**

Mayor Vanzant, reads Resolution No. 2019-03, by title.  
 Town Clerk, Lisa Purvis advises that PTGA Public Transportation Grant Agreement is the new name for the former JPA Joint Participation Agreement through the FDOT Florida Department of Transportation. This PTGA is a \$287,500 grant to build a new maintenance building at the Hilliard Airpark and that the Resolution authorizes the signing of the grant.  
 Motion to adopt Resolution No. 2019-03 – PTGA Hilliard Airpark Maintenance Building.

Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	CB	KS	Y	Y	Y	Y	Y

**ITEM-13** LED Street Light Conversions – Florida Power and Light - Councilman Sims

Councilman Sims advises he met with FPL and explains FPL is wanting to change the street lighting in the Town to LED lights. Councilman Sims recommends the Town go with FPL's Option 2 with double the wattage and a total cost increase of \$60.00 per month.  
 Motion to use Councilman Sims recommendation and use FPL's Option 2.

Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	KS	JB	Y	Y	Y	Y	Y

**ITEM-13A** Set Workshop – State of the Town – Discussion

Councilman Wollitz advises he would like to set a workshop to review with department directors the state of the Town now that we are six months into the fiscal year and where we are with all of the capital budgeted items.  
 A workshop is set for Monday, April 8, 2019 at 6:00 p.m. to discuss the State of the Town with the department directors.

**PARKS & RECREATION DIRECTOR**

**ITEM-14** Parks & Recreation Kid Attendant – Employee Position Process

Motion to approve hiring Destin Reliford at \$8.46 per hour, for the Parks & Recreation Kid Attendant part time position starting April 8, 2019, with an initial 90 days/3 month probationary period.

Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	KS	JB	Y	Y	Y	Y	Y

**ITEM-15** School Bus Rental Agreement Approval – Summer Camp

Parks & Recreation Director, Kyle Malucci explains the new school bus rental agreement for summer camp whereas the School Board will now be only renting the bus to the Town and it will be up to the Town to provide the licensed driver.  
 Town Attorney, Christina Waugh reviews the agreement and advises the word corporation will need to be changed to municipalities.  
 Motion to enter into the school bus rental agreement with the Nassau County School Board with the language changed from corporation to municipalities.

Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	JB	JW	Y	Y	Y	Y	Y

**PUBLIC COMMENTS:**

Mrs. LeeAnn Wollitz of 37024 S. Oak Street, Hilliard, speaks regarding the Red Cross and Emergency Services. There are 91 families in Nassau County that are still eligible for FEMA Assistance from Hurricane Irma.

Mrs. Wollitz advises states that she agrees with the zoning change of allowing houses/homes in addition to mobile homes to be replaced if damaged by an act of God.

Mr. Charles Chavarria 27595 W. Second Avenue, Hilliard, thanks the Town for replacing the culverts and fixing the drainage issues in his neighborhood.

**MAYOR'S CLOSING COMMENTS:**

**April Meetings:**

Monday, 04-08-2019 @ 6PM	Workshop (State of the Town)
Monday, 04-08-2019 @ 7PM	HAC (Town Clean Up)
Thursday, 04-18-2019 @ 7PM	Public Hearing & Regular Meeting

**2019 Town Events**

04-13-2019 Hilliard Annual Town Clean Up, Shred It & Blood Drive  
 05-27-2019 Memorial Day Ceremony at Oakwood Cemetery  
 07-04-2019 Fourth of July Fireworks Display  
 11-11-2019 Veterans Day Ceremony  
 11-30-2019 Christmas tree Lighting at Life Care  
 12-23-2019 Town Staff Christmas Party

**COUNCIL MEMBER COMMENTS:**

Councilman Wollitz

- Advises he is glad that a workshop was set to review and receive updates on the Town with department directors.
- Recognizes Pastor Ted Heglund as Chaplin of the Year with the Nassau County Sheriff's office.

**ADMINISTRATIVE COMMENT**

Town Clerk, Lisa Purvis

- No comment

Public Works Director, Richie Rowe

- Thank you to the Town for bearing with the Public Works Department.

Parks & Recreation Director, Kyle Malucci

- No comment

**LEGAL**

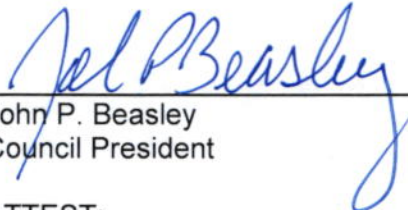
Town Attorney, Christian Waugh

- No comment

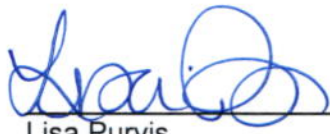
**ADJOURNMENT**

There being no additional business, the meeting adjourns at 8:27 p.m.

Approved this 18<sup>th</sup> day of April, 2019, by the  
Hilliard Town Council, Hilliard, Florida.

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

ATTEST:

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

APPROVED:

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

# Town of Hilliard

## REQUEST TO SPEAK

7+8 Agenda Item #

Topic (and brief description if not on agenda)

Septic tank exception

Name Harold K Frey Jr

Address 37132 W. 4th St

Telephone # 716-906-4824

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

LAST NAME—FIRST NAME—MIDDLE NAME <i>Bishop Callie Kay</i>		NAME OF BOARD, COUNCIL, COMMISSION, AUTHORITY, OR COMMITTEE <i>Hilliard Town Council</i>	
MAILING ADDRESS <i>15977 CR 108</i>		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 <i>Hilliard</i>	COUNTY <i>Nassau</i>	NAME OF POLITICAL SUBDIVISION:	
DATE ON WHICH VOTE OCCURRED <i>4-4-19</i>		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 equally 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 the reverse side 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 inures to his or her special private gain or loss. Each elected or appointed local officer also is prohibited from knowingly voting on a measure which inures to the special gain or loss of a principal (other than a government agency) by whom he or she is retained (including the parent organization or subsidiary of a corporate 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 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 otherwise may participate 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 other side)



**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 April 4, 20 19:

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

- 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 (Father);
- 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 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:

SEAC tank exception - Item 7

4-4-19  
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.

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CITY <i>Hilliard</i>	COUNTY <i>Nassau</i>	<input checked="" type="checkbox"/> CITY	<input type="checkbox"/> COUNTY
DATE ON WHICH VOTE OCCURRED <i>4-4-19</i>		NAME OF POLITICAL SUBDIVISION:	
		MY POSITION IS: <input checked="" type="checkbox"/> ELECTIVE <input type="checkbox"/> APPOINTIVE	

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\* \* \* \* \*

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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.

\* \* \* \* \*

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**APPOINTED OFFICERS (continued)**

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- inured to the special gain or loss of my relative, Michael Franklin (Father);
- 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 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:

Septic tank exception item 8

4-4-19  
Date Filed

Callie K. Bishop  
Signature

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