

HILLIARD TOWN COUNCIL MINUTES

Hilliard Town Hall / Council Chambers
Post Office Box 249

15859 West County Road 108
Hilliard, FL 32046

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| <u>MAYOR</u> Cris W. McConnell | <u>COUNCIL PRESIDENT</u> John Beasley | <u>COUNCIL PRO-TEM</u> Kenny Sims | <u>TOWN COUNCIL</u> Jack Bailey Lee Pickett Jared Wollitz |
| <u>TOWN ATTORNEY</u> Reba Pearce | <u>PARKS & RECREATION DIRECTOR</u> Kyle Malucci | <u>TOWN CLERK</u> Lisa Purvis | <u>PUBLIC WORKS DIRECTOR</u> David Thompson |

AGENDA

- ITEM-1** Regular Meeting Agenda
- Thursday, November 1, 2018 @ 7 PM
 - Roll Call

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|--------------------------------|---------|
| Mayor Cris W. McConnell | Present |
| Council President John Beasley | Present |
| Council Pro Tem Kenny Sims | Present |
| Councilman Jack Bailey | Present |
| Councilman Lee Pickett | Present |
| Councilman Jared Wollitz | Present |

- Prayer & Pledge of Allegiance

ITEM-2 Additions/Deletions to Agenda

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|--|----------|----|-----------------|----|----|----|----|----|--|
| Mayor McConnell would like to add Item-7A – Parks & Recreation Silver Sneakers Instructor. | | | | | | | | | |
| Motion to add Item-7A – Parks & Recreation Department Silver Sneakers Instructor. | | | | | | | | | |
| Motion | Result | M | 2 nd | LB | LP | JW | KS | JB | |
| Approve | Approved | KS | LP | Y | Y | Y | Y | Y | |
| Town Attorney, Reba Pearce would like to add a discussion of a personnel matter concerning Public Works Department Employee David Thompson. | | | | | | | | | |
| Motion to add Item-7B – Public Works Department Employee – David Thompson | | | | | | | | | |
| Motion | Result | M | 2 nd | LB | LP | JW | KS | JB | |
| Approve | Approved | JB | KS | Y | Y | Y | Y | Y | |
| Mayor McConnell advises that dependent on how Item-7B processes, he would like to add Item-7C – Public Works Department Positions – Remove Interim from Position Titles. | | | | | | | | | |
| Motion to add Item-7C – Public Works Department Positions – Remove Interim from Position Titles. | | | | | | | | | |
| Motion | Result | M | 2 nd | LB | LP | JW | KS | JB | |
| Approve | Approved | KS | LB | Y | Y | Y | Y | Y | |

PAYABLES

ITEM-3 October 2018 \$23,383.31

| | | | | | | | | |
|---------|----------|----|-----------------|----|----|----|----|----|
| Motion | Result | M | 2 nd | LB | LP | JW | KS | JB |
| Approve | Approved | LB | JB | Y | Y | Y | Y | Y |

MINUTES

ITEM-4 10-18-2018 Public Hearing & Regular Meeting

| | | | | | | | | |
|---------|----------|----|-----------------|----|----|----|----|----|
| Motion | Result | M | 2 nd | LB | LP | JW | KS | JB |
| Approve | Approved | JW | KS | Y | Y | Y | Y | Y |

TOWN COUNCIL

ITEM-5 Agenda Item Request – Septic Tank Exception – Michael Franklin

Mr. Michael Franklin of CR 108, Hilliard, Florida is present to now request eight septic tank exceptions. Mr. Franklin advises that after meeting with Mr. Greg Grooms of the Public Works Department he would like to remove the request for the exception for Block 111, Lots 9-12, as this property is within 1,000 feet from sewer.

Mayor McConnell advises that Mr. Franklin needs to read Chapter 62, Article V and Article X of the Town Code.

Mr. Franklin would like a letter from the attorney if he is denied, explaining why he was denied.

Mayor McConnell advises that Mr. Franklin can request a copy of the minutes but the Town would not be paying the Town Attorney to explain to him why he was denied.

Councilman Pickett suggests setting a workshop. Following further discussion Mr. Franklin agrees to the workshop.

Motion to set a workshop for Tuesday, November 13, 2018, at 7:00 p.m.

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|---------|----------|----|-----------------|----|----|----|----|----|
| Motion | Result | M | 2 nd | LB | LP | JW | KS | JB |
| Approve | Approved | LP | KS | N | Y | Y | Y | Y |

ITEM-6 Agenda Item Request – Septic Tank Exception – Tamala Conley

Mrs. Tamala Conley is present requesting that the name be changed on a previously granted septic tank exception. Town Clerk, Lisa Purvis explains to the Council that the property is located on Kristie Circle North, Lots 7-14, which is within the Town limits. Miss. Kimber Conley, the Conley’s daughter was granted this exception in February 2018 but circumstances have changed and the property has been deeded back to her parents Mr. & Mrs. Darrell & Tamala Conley. Town Clerk, Lisa Purvis further states that this request is just to change the name for which the septic tank exception is granted for, from Miss. Kimber Conley to Mrs. Tamela Conley.

Motion to grant a septic tank exemption for Mrs. Tamala Conley.

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|---------|----------|----|-----------------|----|----|----|----|----|
| Motion | Result | M | 2 nd | LB | LP | JW | KS | JB |
| Approve | Approved | LP | KS | Y | Y | Y | Y | Y |

ITEM-7 Orange Street Box Culvert Project – Engineering Agreement Approval

Mayor McConnell advises the Town should request moving item D and E under the engineering design services to additional engineering services.

Motion to move item D and E from engineering design services to additional engineering services and to execute the Engineering Agreement upon receipt of the corrected agreement.

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|---------|----------|----|-----------------|----|----|----|----|----|
| Motion | Result | M | 2 nd | LB | LP | JW | KS | JB |
| Approve | Approved | LP | LB | Y | Y | Y | Y | Y |

ITEM-7A Parks & Recreation Silver Sneakers Instructor

Motion to approve Administrative Assistant Rebecca Mirando to become the Silver Sneakers Instructor outside of her current Administrative Assistant duties at a rate of \$20 per class, starting October 22, 2018.

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|---------|----------|----|-----------------|----|----|----|----|----|
| Motion | Result | M | 2 nd | LB | LP | JW | KS | JB |
| Approve | Approved | KS | JB | Y | Y | Y | Y | Y |

ITEM-7B Town Attorney – Reba Pearce – FMLA Recommendation

Town Attorney, Reba Pearce advises that after communication via letters, Mr. David Thompson has not returned to work and his FMLA has expired. Town Attorney, Reba Pearce states that according to the personnel policy, if an employee does not return following leave of 12 weeks within a 12 month period, nor provides the proper medical certification, the Town is to assume that the employee has resigned. Therefore, Town Attorney, Reba Pearce recommends that the Council accept Mr. Thompson's resignation with the Town, at this time.

Motion to accept the Town Attorney's recommendation and follow the personnel policy by accepting the resignation of Mr. David Thompson.

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|---------|----------|----|-----------------|----|----|----|----|----|
| Motion | Result | M | 2 nd | LB | LP | JW | KS | JB |
| Approve | Approved | KS | JB | Y | N | Y | Y | Y |

ITEM-7C Public Works Position Process – Remove Interim from the Director and Assistant Director Position Titles

Mayor McConnell would like to remove Interim from Mr. Richie Rowe and Mr. Greg Grooms position titles to make them Public Works Director and Assistant Public Works Director at the salaries that were agreed upon several months ago.

Motion to remove Interim from Mr. Richie Rowe, making him Public Works Director and Mr. Greg Grooms, making him Assistant Public Works Director.

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|---------|----------|----|-----------------|----|----|----|----|----|
| Motion | Result | M | 2 nd | LB | LP | JW | KS | JB |
| Approve | Approved | JB | LB | Y | Y | Y | Y | Y |

PUBLIC COMMENTS:

Ta'Nasha Parker is present representing the Nassau Economic Development Board.

MAYOR'S CLOSING COMMENTS:

November Meetings:

Thursday, 11-01-2018 @ 7PM Regular Meeting
Monday, 11-05-2018 @ 7PM HAC (Veterans Day & Fireworks Display)
Thursday, 11-15-2018 @ 7PM Regular Meeting

December Meetings:

Thursday, 12-06-2018 @ 7PM Regular Meeting
Thursday, 12-20-2018 @ 7PM Regular Meeting

2018 Town Events

- 11-10-2018 Veterans Day Ceremony
- 11-24-2018 Christmas Tree Lighting at Life Care
- 12-01-2018 GNCCC Christmas Parade

COUNCIL MEMBER COMMENTS:

Council President Beasley

- Trick or treating last night for Halloween went really well.
- Advises that having watched the candidate forum online, it is really different to watch it online then actually being in the chambers for a meeting. He wishes that the other candidates would have attended the candidate forum.

ADMINISTRATIVE COMMENT

Town Clerk, Lisa Purvis

- Gives information on the Veterans Ceremony and advises that volunteers are needed for the day.

Public Works Director, David Thompson

- Absent/FMLA

Parks & Recreation Director, Kyle Malucci

- No comment

LEGAL

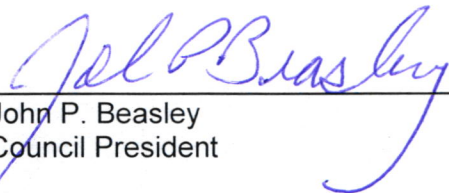
Town Attorney, Reba Pearce

- No comment

ADJOURNMENT


There being no additional business, the meeting adjourns at 7:55 p.m.

Approved this 15th day of November, 2018, by the Hilliard Town Council, Hilliard, Florida.



 John P. Beasley
 Council President

ATTEST:



 Lisa Purvis
 Town Clerk

APPROVED:



Cris W. McConnell
Mayor