

HILLIARD TOWN COUNCIL MINUTES

Hilliard Town Hall / Council Chambers
Post Office Box 249

15859 West County Road 108
Hilliard, FL 32046

<u>MAYOR</u> David Buchanan	<u>COUNCIL PRESIDENT</u> John Beasley	<u>COUNCIL PRO-TEM</u> Kenny Sims	<u>TOWN COUNCIL</u> Cris McConnell Lee Pickett Jared Wollitz
<u>TOWN ATTORNEY</u> Sherri Renner	<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, January 5, 2017 @ 7 PM
 - Roll Call

Mayor David Buchanan	Absent
Council President John Beasley	Present
Council Pro Tem Kenny Sims	Present
Councilman Cris McConnell	Present
Councilman Lee Pickett	Present
Councilman Patricia Webb	Absent

- Prayer & Pledge of Allegiance

ITEM-2 Additions/Deletions to Agenda

No additions or deletions

PAYABLES

ITEM-3 December 2016 \$63,051.99

Motion	Result	M	2 nd	CM	LP	PW	KS	JB
Approve	Approved	KS	CM	Y	Y	A	Y	Y

MINUTES

ITEM-4 12-15-2016 Regular Meeting

Motion	Result	M	2 nd	CM	LP	PW	KS	JB
Approve	Approved	LP	KS	Y	Y	A	Y	Y

OATH & ORGANIZATION

- ITEM-5** Oath of Office
- Lee Pickett
 - Kenny Sims
 - Jared Wollitz

Town Clerk, Lisa Purvis administers the Oath of Office for Council Members Lee Pickett, Kenny Sims & Jared Wollitz.

ITEM-6 Organization of Office

- Council President
- Council Pro Tem

Motion is made to retain Council President Beasley and Council Pro Tem Sims as such.

Motion	Result	M	2 nd	CM	LP	JW	KS	JB
Approve	Approved	LP	KS	Y	Y	Y	Y	Y

ITEM-7 Organization of Departments

- Street Department Commissioner
- Recreation Department Commissioner
- Fire Department Commissioner
- Airpark Department Commissioner
- Water & Sewer Department Commissioner

Motion is made to appoint each Council Member as follows:
 Council Pro Tem Sims as Street Department Commissioner
 Councilman McConnell as Recreation Department Commissioner
 Councilman Pickett as Fire Department Commissioner
 Councilman Wollitz as Airpark Department Commissioner
 Council President Beasley as Water & Sewer Department Commissioner

Motion	Result	M	2 nd	CM	LP	JW	KS	JB
Approve	Approved	LP	KS	Y	Y	Y	Y	Y

TOWN COUNCIL

ITEM-8 Resolution No. 2017-01 – Town Closed Holidays

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION; ADOPTING RECOGNIZED HOLIDAY DATES FOR THE TOWN OF HILLIARD; AT ITS FIRST MEETING OF THE TOWN COUNCIL HELD IN JANUARY; AS OUTLINED IN THE PERSONNEL POLICY MANUAL; AS IT RELATES TO HOLIDAYS UNDER THE EMPLOYEE BENEFIT PROGRAMS SECTION; AND PROVIDING FOR AN EFFECTIVE DATE.

Council President Beasley reads Resolution No. 2017-01, by title.

Motion to adopt Resolution No. 2017-01, Town Closed Holidays

Motion	Result	M	2 nd	CM	LP	JW	KS	JB
Approve	Approved	KS	LP	N	Y	Y	Y	Y

ITEM-9 Resolution No. 2017-02 – MLK Walk January 16, 2017

A RESOLUTION AUTHORIZING THE PERMITTING OF A MARTIN LUTHER KING, JR. WALK FOR THE CONCERNED CITIZENS OF HILLIARD, FLORIDA; ON STATE, COUNTY AND LOCAL STREETS, WHICH INCLUDES WEST COUNTY ROAD 108, OXFORD STREET AND WEST SIXTH STREET; RESPONSIBILITY FOR TRAFFIC CONTROL; FOR CLAIMS ARISING FROM SUCH EVENT DUE TO ACTION ON THE PART OF OR AUTHORIZED BY THE TOWN; AND PROVIDING FOR AN EFFECTIVE DATE.

Council President Beasley reads Resolution No. 2017-02, by title.

Motion to adopt Resolution No. 2017-02, MLK Walk, January 16, 2017.

Motion	Result	M	2 nd	CM	LP	JW	KS	JB
Approve	Approved	LP	CM	Y	Y	Y	Y	Y

ITEM-10 Agenda Item Request – Septic Tank Exception – Terry Higginbotham

Terry and Tanya Higginbotham of 28117 Trigg Road would like a septic tank exception to build a house on Kings Ferry Road. Mr. and Mrs. Higginbotham are in the process of purchasing 2 acres from Mr. Harry Pickett.

Motion is made to approve a septic tank exception for Terry and Tanya Higginbotham.

Motion	Result	M	2 nd	CM	LP	JW	KS	JB
Approve	Approved	LP	KS	Y	Y	Y	Y	Y

ITEM-11 Set Special Meeting - State of the Town & Mayors Retirement

Motion to set a Special Meeting for Monday, January 16, 2017 at 6PM.

Motion	Result	M	2 nd	CM	LP	JW	KS	JB
Approve	Approved	CM	KS	Y	Y	Y	Y	Y

PARKS & RECREATION DIRECTOR

ITEM-12 Employee Resignation – Administrative Assistant

Motion to accept Alyson Gordon’s resignation as part time Administrative Assistant.

Motion	Result	M	2 nd	CM	LP	JW	KS	JB
Approve	Approved	KS	JW	Y	Y	Y	Y	Y

TOWN ATTORNEY

ITEM-13 Myrtle Mikkelsen Estate Donation – Hilliard Volunteer Fire Department

Town Attorney, Sherri Renner, advises the Council that as of January 4, 2017 the paperwork has not been signed and returned by the last property owner. This paper needs to be signed in order to close out the estate.

ITEM-14 Myrtle Mikkelsen Estate Property Annexation Process – Town of Hilliard

Town Attorney, Sherri Renner, advises the council that the Urban Plan has been sent to the Nassau County Board of County Commissioners. The ordinances have been drafted but need to have some revisions made. Once complete Ms. Renner will get the ordinances to the council for approval.

PUBLIC COMMENTS:

No public comment

MAYOR’S CLOSING COMMENTS:

Council President Beasley presents the upcoming meetings in Mayor Buchanan’s absence.

January Meetings:

Thursday, 01-05-2017 @ 7PM	Regular Meeting (Oath & Organization)
Monday, 01-09-2017 @ 6PM	Workshop (Medical Marijuana)
Monday, 01-16-2017 @ 6PM	Special Meeting (Mayor)
Thursday, 01-19-2017 @ 7PM	Regular Meeting

February Meetings:

Thursday, 02-02-2017 @ 7PM	Regular Meeting
Thursday, 02-16-2017 @ 7PM	Regular Meeting

2016 Town Events

12-19-2016 Town Staff Christmas Party (White Oak Plantation 10am-1pm)

2017 Town Events

04-08-2017 Hilliard Annual Town Clean Up, Shred It & Blood Drive

04-20-2017 2016 Hilliard Volunteer of the Year

05-29-2017 Memorial Day Ceremony at Oakwood Cemetery

07-04-2017 Fourth of July Fireworks Display

11-11-2017 Veterans Day Ceremony

11-25-2017 Christmas Tree Lighting at Life Care

12-02-2017 GNCCC Christmas Parade

12-22-2017 Town Staff Christmas Party

COUNCIL MEMBER COMMENTS:

Councilman Sims

- Councilman Sims, welcomes Councilman Wollitz to the Council.

Councilman Pickett

- Councilman Pickett, welcomes Councilman Wollitz to the Council.

Councilman Wollitz

- Councilman Wollitz, is excited and looking forward to getting started on the Council.

Mr. Wollitz also thanks the citizens who supported and voted for him.

Councilman McConnell

- Councilman McConnell, welcomes Councilman Wollitz to the Council. Mr. McConnell is not able to attend the workshop on January 9, 2017, then states that since medical marijuana is legal he thinks the only thing the Town can do is address and establish the zoning requirements. Councilman McConnell would also like to have an analysis done to see how we can save money on the electric bill for all the facilities.

ADMINISTRATIVE COMMENT

Town Clerk

- Town Clerk, Lisa Purvis states on August 17, 2016, the Town submitted two applications for a special FRDAP grants cycle and that she received a congratulatory email saying the Town had been awarded a \$500,000 grant to be used for unique abilities improvements at the Oxford Park Phase IV.

Public Works Director

- Public Works Director, David Thompson has no comment.

Parks & Recreation Director

- Parks & Recreation Director, Kyle Malucci congratulates Councilman Wollitz. Director Malucci states that registration for spring soccer will be starting soon and there was enough children signed up for basketball. Youth basketball will playing be games against Folkston teams this year. Mr. Malucci states that on January 21, 2017, there will be a Grand Reopening at the fitness center with Health vendors to help promote the fitness center being 24/7. Council President Beasley asks Director Malucci about the cost of the after school program during the Christmas Holiday.

- Councilman McConnell would like to setup a meeting with Jim Bush from FPL and Royce Proctor from OREMC to check into reducing electric costs.

LEGAL

Town Attorney, Sherri Renner welcomes Councilman Wollitz to the Council. Ms. Renner asks the council if they would like her to attend or research the home rule for the marijuana workshop.

ADJOURNMENT

There being no additional business, the meeting adjourns at 8:05 p.m.

Approved this 19th of January, 2017, by the Hilliard Town Council, Hilliard, Florida.

John P. Beasley
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

David Buchanan
Mayor