

HILLIARD TOWN COUNCIL MINUTES

Hilliard Town Hall / Council Chambers
Post Office Box 249

15859 West County Road 108
Hilliard, FL 32046

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

AGENDA

- ITEM-1** Regular Meeting Agenda
- Thursday, June 20, 2019 @ 7 PM
 - 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

Motion to add discussion Item-15 Security System at the Recreation Center.

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

PAYABLES

- ITEM-3** June 2019 \$68,963.90

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

MINUTES

- ITEM-4** 05-06-2019 Regular Meeting

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

PRESENTATION

- ITEM-5** Relay for Life of West Nassau County – Wanda Nichols, Event Lead Chairperson

Wanda Nichols presents Mayor Vanzant with a Certificate of Appreciation for the Town's donation to this year's Relay for Life.

TOWN COUNCIL

ITEM-6 Agenda Item Request – Buck Park Rental Exemption Request – Concerned Citizens of Hilliard (Youth Explosion)

Motion to exempt Concerned Citizens of Hilliard from the rental fees at Buck Park for their Youth Explosion event on Saturday, July 13, 2019 from 10:00 a.m. to 2:00 p.m.

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

ITEM-7 Agenda Item Request – Septic Tank Exception – Jonathan Hart

Motion to grant a septic tank exception to Johnathon & Jennifer Hart, Parcel ID# 17-3N-24-2680-0033-0010 & 17-3N-24-0000-0003-0000, which are located at the south end of Illinois Street and the corner of Lee Street.

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

ITEM-8 Capital Purchase Approval – Refurbish Exterior & Paint Old Town Hall Facility & HVFD – Dallis Hunter, Assistant Fire Chief

Motion to approve Intact Construction to refurbish exterior and paint the old Town Hall Facility & HVFD, Option 1 for \$21,760 if the brick behind the current exterior is useable and can be painted or Option 2 for \$29,122 if the brick cannot be painted the exterior hardy board sheeting will be used to cover the brick, not to exceed \$29,122.

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

ITEM-9 Resolution No. 2019-07 – CDBG Procurement Policy **A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION ADOPTING A POLICY RELATING TO TOWN PURCHASES INCLUDING A MINORITY BUSINESS ENTERPRISE POLICY FOR USE IN ADMINISTERING COMMUNITY DEVELOPMENT BLOCK GRANTS; PROVIDING DEFINITIONS; DEFINING AN ACTION PLAN; AND PROVIDING AN EFFECTIVE DATE.**

Town Attorney Waugh, reads Resolution No. 2019-07, by title.

Motion to adopt Resolution No. 2019-07 – CDBG Procurement Policy.

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

ITEM-10 Resolution No. 2019-08 – CDBG Citizen's Participation Plan **A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION ADOPTING A POLICY RELATING TO CITIZENS PARTICIPATION IN THE TOWN'S COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM; DEFINING AN ACTION PLAN; AND PROVIDING AN EFFECTIVE DATE.**

Town Attorney Waugh, reads Resolution No. 2019-08, by title.

Motion to adopt Resolution No. 2019-08 – CDBG Citizen's Participation Plan.

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

ITEM-11 Resolution No. 2019-09 – CDBG Complaint and Grievance Procedures **A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA A MUNICIPAL CORPORATION ADOPTING PROCEDURES RELATING TO COMPLAINTS AND GRIEVANCES UNDER THE TOWN'S**

**COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM; AND
PROVIDING AN EFFECTIVE DATE.**

Town Attorney Waugh, reads Resolution No. 2019-09, by title.									
Motion to adopt Resolution No. 2019-09 – CDBG Complaint and Grievance Procedures.									
Motion	Result	M	2 nd	CB	LP	JW	KS	JB	
Approve	Approved	LP	JW	Y	Y	Y	Y	Y	

- ITEM-12** Resolution No. 2019-10 – CDBG Anti Displacement and Relocation Policy
A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA A MUNICIPAL CORPORATION ADOPTING A POLICY RELATING TO ANTI-DISPLACEMENT AND RELOCATION FOR USE IN ADMINISTERING COMMUNITY DEVELOPMENT BLOCK GRANTS; PROVIDING DEFINITIONS; DEFINING AN ACTION PLAN; AND PROVIDING AN EFFECTIVE DATE.

Town Attorney Waugh, reads Resolution No. 2019-10, by title.									
Motion to adopt Resolution No. 2019-10 – CDBG Anti Displacement and Relocation Policy.									
Motion	Result	M	2 nd	CB	LP	JW	KS	JB	
Approve	Approved	JB	KS	Y	Y	Y	Y	Y	

- ITEM-13** Resolution No. 2019-11 – CDBG Affirmative Action EEO Policy
A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA A MUNICIPAL CORPORATION ADOPTING A POLICY RELATING TO THE EMPLOYMENT OF SMALL, WOMEN OWNED AND MINORITY BUSINESSES FOR USE IN ADMINISTERING COMMUNITY DEVELOPMENT BLOCK GRANTS; ADOPTING A POLICY RELATING TO THE EMPLOYMENT OF MINORITIES BY THE TOWN OF HILLIARD; PROVIDING DEFINITIONS; DEFINING AN ACTION PLAN; AND PROVIDING AN EFFECTIVE DATE.

Town Attorney Waugh, reads Resolution No. 2019-11, by title.									
Motion to adopt Resolution No. 2019-11 – CDBG Affirmative Action EEO Policy.									
Motion	Result	M	2 nd	CB	LP	JW	KS	JB	
Approve	Approved	LP	JW	Y	Y	Y	Y	Y	

ITEM-14 Set Workshop – Fiscal Year 2019-2020

Motion to set budget workshops as follows:

JULY WORKSHOP

Monday, 07-22-2019 @ 6PM Workshop (Budget - General)

Monday, 07-29-2019 @ 6PM Workshop (Budget - General)

AUGUST WORKSHOPS

Monday, 08-05-2019 @ 6PM Workshop (Budget – General Gov & Capital)

Monday, 08-19-2019 @ 6PM Workshop (Budget – Fire & Capital)

Tuesday, 08-20-2019 @ 6PM Workshop (Budget – Recreation & Capital)

Monday, 08-26-2019 @ 6PM Workshop (Budget – Streets & Capital)

Tuesday, 08-27-2019 @ 6PM Workshop (Budget – Water/Sewer & Capital)

SEPTEMBER WORKSHOP

Monday, 09-09-2019 @ 6PM Workshop (Budget – Capital)

Monday, 09-16-2019 @ 6PM Workshop (Budget – General)

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

ADD TOWN COUNCIL

ITEM-15 Security System at the Recreation Center – Discussion

Council President Beasley advises that Atlantic Security System did not show at the schedule time but arrive the following day with incorrect parts to make the repair. Public Works Director Richie Rowe had provided to the Council previously a print out of how many times the alarm system calls. Should Atlantic Security System not repair in a timely manner the Council should look into switching companies.

PUBLIC COMMENTS:

No public comment.

MAYOR'S CLOSING COMMENTS:

Fireworks will be held on Thursday, July 4th at dark.

July Meetings:

Monday, 07-08-2019 @ 7PM Regular Meeting – Accounts Payables Only
Thursday, 07-18-2019 @ 7PM Regular Meeting

2019 Town Events

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:

Council Member Callie Kay Bishop

*Asks Town Clerk Lisa Purvis where we were on hiring a site plan reviewer. Town Clerk Lisa Purvis states that the Town Attorney has written a draft RFQ and we are still reviewing the draft.

Council President John Beasley

*Remarks about the weather.

*Asks Public Works Director Richie Rowe if the Town is spraying for Mosquitos. Public Works Director Richie Rowe states that the state has new procedures in place and we are currently following those procedures.

ADMINISTRATIVE COMMENT

Town Clerk Lisa Purvis

*No comment.

Public Works Director Richie Rowe

*Working on repairing fire hydrants and once fixed the contractor will do the flow testing.

*There had been a sewer break at West Second Avenue and Missouri Street with a large washout that has now been repaired.

*Greg Grooms and John Maze received their Back-Flow Certification.

*Public Works is working on making all repairs to the lift station now.

Parks & Recreation Director Kyle Malucci

*Gearing up for the Swim Team to start practicing the first of July.

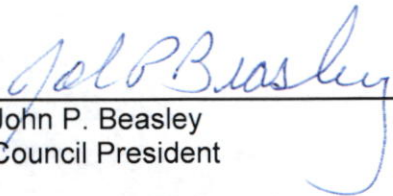
LEGAL

No comment.

ADJOURNMENT


There being no additional business, the meeting adjourns at 7:30 p.m.

Approved this 8th day of July 2019, by the
Hilliard Town Council, Hilliard, Florida.



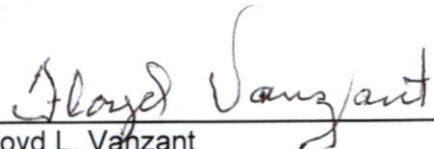
John P. Beasley
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



Floyd L. Vanzant
Mayor