

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
Kyle Malucci, Parks & Rec Director

TOWN ATTORNEY

Christian Waugh

Minutes

Thursday, September 5, 2019 at 7:00 PM

Call to Order

Roll Call

Prayer and Pledge of Allegiance

PRESENT

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

PUBLIC HEARING

ITEM-1 Open Public Hearing on Ordinance No. 2019-09
Temporary Moratorium Medical Marijuana

**AN ORDINANCE OF THE TOWN OF HILLIARD, FLORIDA,
EXTENDING THAT CERTAIN ORDINANCE NO. 2017-05, KNOWN AS
THE "MEDICAL MARIJUANA MORATORIUM ORDINANCE,"
APPROVED AND ADOPTED BY THE TOWN COUNCIL ON MARCH 2,
2017, FOR A PERIOD OF AN ADDITIONAL SIX MONTHS FROM
SEPTEMBER 1, 2019 TO MARCH 1, 2020; PROVIDING FOR THE
CONTINUED VALIDITY OF ALL OTHER PROVISIONS OF
ORDINANCE NO. 2017-05; AND PROVIDING AN EFFECTIVE DATE.**

Town Attorney Waugh reads Ordinance No. 2019-09, by title.
No public comments.

Motion to close the Public Hearing on Ordinance No. 2019-09.

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

ITEM-2 Open Public Hearing on Ordinance No. 2019-10
Fiscal Year 2019-2020 Tentative Millage Rate (TRIM)

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION CONCERNING THE AD VALOREM TAX MILLAGE RATE FOR THE 2019-2020 YEAR FOR THE TOWN OF HILLIARD, FLORIDA; ADVISING THE NASSAU COUNTY PROPERTY APPRAISER OF THE "ROLLED BACK RATE" AND OF THE FINAL ADOPTED MILLAGE RATE; PROVIDING AN EFFECTIVE DATE.

Town Attorney Waugh reads Ordinance No. 2019-10, by title.
No public comments.

Motion to close the Public Hearing on Ordinance No. 2019-10.

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

ITEM-3 Open Public Hearing on Ordinance No. 2019-11
Fiscal Year 2019-2020 Tentative Budget
AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION ESTIMATING INCOME, APPROPRIATING FUNDS AND ADOPTING A BUDGET FOR THE 2019-2020 FISCAL YEAR FOR THE TOWN OF HILLIARD; PROVIDING AN EFFECTIVE DATE.

Town Attorney Waugh reads Ordinance No. 2019-11, by title.
No public comments.

Motion to close the Public Hearing on Ordinance No. 2019-11.

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

REGULAR MEETING

ITEM-4 Additions/Deletions to Agenda

No additions or deletions.

PAYABLES

ITEM-5 August 2019 \$196,319.01

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

MINUTES

ITEM-6 08-15-2019 Regular Meeting

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

TOWN COUNCIL

ITEM-7 Ordinance No. 2019-09 – Temporary Moratorium Medical Marijuana
Second and Final Reading
AN ORDINANCE OF THE TOWN OF HILLIARD, FLORIDA, EXTENDING THAT CERTAIN ORDINANCE NO. 2017-05, KNOWN AS THE "MEDICAL MARIJUANA MORATORIUM ORDINANCE," APPROVED AND ADOPTED BY THE TOWN COUNCIL ON MARCH 2,

2017, FOR A PERIOD OF AN ADDITIONAL SIX MONTHS FROM SEPTEMBER 1, 2019 TO MARCH 1, 2020; PROVIDING FOR THE CONTINUED VALIDITY OF ALL OTHER PROVISIONS OF ORDINANCE NO. 2017-05; AND PROVIDING AN EFFECTIVE DATE.

Town Attorney Waugh reads Ordinance No. 2019-09, by title.

Motion to adopt Ordinance No. 2019-09, on Second & Final Reading.

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

ITEM-8 Ordinance No. 2019-10 – Fiscal Year 2019-2020 Tentative Millage Rate (TRIM) First Reading and Set Final Public Hearing
AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION CONCERNING THE AD VALOREM TAX MILLAGE RATE FOR THE 2019-2020 YEAR FOR THE TOWN OF HILLIARD, FLORIDA; ADVISING THE NASSAU COUNTY PROPERTY APPRAISER OF THE “ROLLED BACK RATE” AND OF THE FINAL ADOPTED MILLAGE RATE; PROVIDING AN EFFECTIVE DATE.

Town Attorney Waugh reads Ordinance No. 2019-10, by title.

Motion to adopt Ordinance No. 2019-10, on First Reading and set Public Hearing for September 24, 2019 at 7:00 p.m.

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

ITEM-9 Ordinance No. 2019-11 – Fiscal Year 2019-2020 Tentative Budget First Reading and Set Final Public Hearing
AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION ESTIMATING INCOME, APPROPRIATING FUNDS AND ADOPTING A BUDGET FOR THE 2019-2020 FISCAL YEAR FOR THE TOWN OF HILLIARD; PROVIDING AN EFFECTIVE DATE.

Town Attorney Waugh reads Ordinance No. 2019-11, by title.

Motion to adopt Ordinance No. 2019-11, on First Reading and set Public Hearing for September 24, 2019 at 7:00 p.m.

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

ITEM-10 Municipal Planning & Zoning Services – Contract Employee

Motion to enter into contract with Fleet & Associates Architects/Planners, Inc. at \$125.00 hourly fee for five (5) hours per week at this time.

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

ITEM-11 Possible Apartments & Commercial Project US1 – Mr. Bobby Franklin

Mr. Bobby Franklin request to set a workshop for discussion with regards to a mixed use project consisting of three phases with approximately 158 apartments plus commercial space located at US1 and Ingham Road.

Motion to set workshop for Monday, September 16, 2019 at 6:00 p.m.

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

ITEM-12 Code Enforcement Officer, Fire Marshal / Inspector & the Building Inspector – Quarterly Reporting to Town Council

Motion to require by contract that the Town's Code Enforcement Officer attends one (1) Town Council meeting every quarter as to update the Council. As required of the new Building Inspector and Land Use Administrator and to remove the Fire Marshal from this requirement due to the fact that fire inspections are only done annually.

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

TOWN CLERK

ITEM-13 Cash Management Southeaster Bank – P&R Approval

Motion to approve additional users Kyle Malucci & Rebecca Mirando to the Southeastern Bank Cash Management Services for ACH Drafts for Fitness Center Membership.

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

ITEM-14 Position Process – Deputy Town Clerk Introductory/Probationary to Regular Full Time

Motion to approve moving Deputy Town Clerk, Tiffany Bowden from Introductory/ Probationary to Regular Full Time at her same rate of pay.

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

PUBLIC WORKS DIRECTOR

ITEM-15 Capital Approval – WWTP Roof Replacements

Motion to approve capital purchase for the removing of the existing fiberglass roof and install galvalume roof on two sheds at the Wastewater Treatment Plant in the amount of \$14,375 to Watertite Roofing of North Florida, Inc.

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

PARKS & RECREATION DIRECTOR**ITEM-16** Position Process – Kid Attendant Introductory/Probationary Period

Motion to approve hiring Macy Glisson for the Parks & Recreation Kid Attendant position. The position will start September 6, 2019 at a pay rate of \$8.46 per hour.

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

PUBLIC COMMENTS:

Mr. Bobby Franklin PO Box 878 Hilliard, FL questions if the Town will be doing a Veterans Day Ceremony. Town Clerk Lisa Purvis will schedule a Hilliard Action Committee meeting.

MAYOR & COUNCIL CLOSING COMMENTS:**Mayor Vanzant**

Comments on how fortunate we were that hurricane Dorian spared the Town. September Meetings:

Thursday, 09-05-2019 @ 6PM Workshop (Land Use Administrator & Planning)

Thursday, 09-05-2019 @ 7PM First Public Hearing & Regular Meeting

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

Monday, 09-16-2019 @ 6PM Workshop (US1 Franklin Project)

Thursday, 09-19-2019 @ 7PM Regular Meeting

Monday, 09-23-2019 @ 6PM HAC (Veterans Day Ceremony)

Tuesday, 09-24-2019 @ 7PM Second Public Hearing & Special Meeting

Councilman Wollitz

Thanks Public Works Director Richie Rowe and the Public Works Department for the storm preparation.

Council President Beasley

Advise of a firework company that he is looking at to do fireworks and they are local and Veterans. He also will invite them to the Veterans Day Ceremony and possibly have them speak.

ADMINISTRATIVE STAFF COMMENTS:**Town Clerk Lisa Purvis**

Asks that the Hilliard Action Committee meeting be set for Monday, September 23, 2019 at 6:00 p.m. and reminded the Council there is an ethic's training class in Orange Park, FL on October 28, 2019 and if they are interested in going they need to register prior to the deadline.

Public Works Director Richie Rowe

Comments on how good the Hilliard Volunteer Fire Department building looks after the siding & painting upgrade.

Parks & Recreation Director Malucci

No Comment.

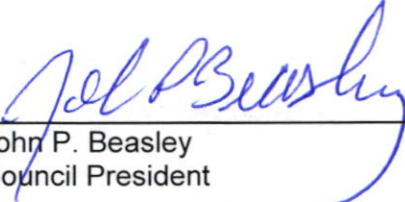
LEGAL COMMENTS:**Town Attorney Christian Waugh**

No comment.

ADJOURNMENT

There being no additional business, the meeting adjourns at 7:40 p.m.

Approved this 19th day of September, 2019, by the Hilliard Town Council,
Hilliard, Florida.



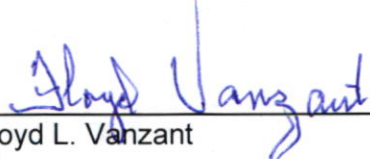
John P. Beasley
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



Floyd L. Vanzant
Mayor