

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

Tuesday, March 17, 2020 at 7:00 p.m.

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

REGULAR MEETING

ITEM-1 Additions/Deletions to Agenda

Motion to add Emergency Item-6 Waste Water Treatment Plant SBR-1, SBR-2 and Digester Pumps Purchase.

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

Motion to add Emergency Item-7 Preparedness for Corona Virus.

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

PAYABLES

ITEM-2 March 2020 \$13,744.53

Councilwoman Bishop questions Ryan Hern's refund & Mittauer & Associates, Inc. invoice. Town Clerk Lisa Purvis explains that the Town requires a \$1,000.00 deposit for

engineering and that the Mittauer & Associates, Inc. invoice was for \$875.00 therefore requiring the Town to refund Mr. Hern the difference of \$125.00.

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

MINUTES

ITEM-3 03-09-2020 Regular Meeting

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

TOWN COUNCIL

ITEM-4 Ordinance No. 2020-01 – Temporary Moratorium Medical Marijuana
First Reading – Set Public Hearing
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 MARCH 1, 2020 TO SEPTEMBER 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 by title Ordinance No. 2020-01, Temporary Moratorium Medical Marijuana.

Motion to adopt on first reading Ordinance No. 2020-01, extending the medical marijuana moratorium for an additional six months expiring September 2020. The Public Hearing is set for April 16, 2020.

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

TOWN CLERK

ITEM-5 Cash Management Southeastern Bank – Add/Delete Users

Motion to add Tiffany Bowden & Kimberly Corbett and delete Dawn Carroll from the Town's Cash Management account with Southeastern Bank for ACH Payments.

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

ADDITIONAL ITEM

PUBLIC WORKS DIRECTOR

ITEM-6 Waste Water Treatment Plant Purchase – SBR-1, SBR-2 & Digester Pumps Purchase & Installation

Public Works Director Ritchie Rowe request the purchase of three new model #T10A61S-B self-priming centrifugal pumps with stainless steel impellers. Scope of work to include removing of existing SBR-1 pump, installing the new pump, align motor and pump sheaves, install new belt, bolts, gaskets, reconnect pump heater shutdown circuit, perform pump installation check list, startup SBR-1 pump & allow for a 48-hour run time before repeating same scope of work sequence on SBR-2 and the Digester Pump.

Motion to accept MCS Mechanical Contractor's quote for three Gorman Rupp Pumps model #T10A61S-B self-priming pump with stainless impeller, allow 48-hour run time before the other reactor change out , and a one-year warranty in the amount of \$57,163.00.

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

**ADDITIONAL ITEM
TOWN COUNCIL**

ITEM-7 Preparedness Discussion for Corona Virus

Discussion on preparedness measures for the Town of Hilliard in wake of the corona virus. Town Clerk Lisa Purvis reads from a prepared list of things that need to be rescheduled, postponed or cancelled due to the uncertainty of Corona Virus at this time and states that thing may change prior to our next meeting based on things that are changing so rapidly. The items effected are as follows:

Events:

Reschedule Town Clean Up 9/12/2020

Document Shredding

Blood Drive will be as scheduled in front of Town Hall on Saturday, April 11, 2020 due to the high demand for blood donations.

Town Hall:

Office – close lobby to the public and utilize the drive-thru window only, phones and email.

Utility Customer Payments – can be made through the Town's website, pay by phone and drive-thru and/or USPS mail service.

Parks & Recreation:

After school programs

Youth sports leagues

All Facility Rentals

Silver Sneaker Classes

Fitness Center cleaned & sanitized daily and limit access to 50% capacity

Take Precautions:

Clean and sanitize work spaces, equipment, and interior/exterior doorknobs daily

Hands washed every hour or gloves for handling cash

Possible employee screening

Cancel board and commission meetings through April 2, 2020.

Motion to move review of the annual financial statements and audit workshop from March 30, 2020 to May 4, 2020 at 6:00 p.m. and to move its approval to the May 7, 2020 regular meeting.

Motion made by Council President Beasley, Seconded by Council Pro Tem Sims.

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

Motion to cancel all meetings until April 2, 2020 and to move the mowing services bids discussion workshop from March 30, 2020 to April 2, 2020 at 6:00 p.m.

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

PUBLIC COMMENTS:

Leann Wollitz, 37024 South Oak Street, Hilliard, FL questions if the credit card fee will be waived for customers that have to now pay online or by phone if the Council closes the office for window payments. Mrs. Wollitz also questions if the soccer program will be cancelled or postponed. The Council advises that they are only at this time postponing programs until after the April 2, 2020, regular meeting for now.

MAYOR & COUNCIL CLOSING COMMENTS:

Mayor Vanzant

April Meetings:

Thursday, 04-02-2020 @ 6PM

Workshop (Mowing Bids)

Thursday, 04-02-2020 @ 7PM

Regular Meeting

Council Pro Tem Kenny Sims

Comments that the Silver Sneakers program should also be temporary cancelled.

Council Member Callie Bishop

Comments that everyone needs to be sure and fill out and return your 2020 census survey.

ADMINISTRATIVE STAFF COMMENTS:

Town Clerk Lisa Purvis

Advises that as things progress with the Corona Virus and she receives information that she will be sending it out by email to the Council.

Councilman Sims asks that if any emergencies arise to please text or call in case he or someone else is unable to check their email during the day.

Comments on the 2020 census also agrees with the importance of everyone filling out and returning their 2020 census survey.

Public Works Director Ritchie Rowe

No comment.

Parks & Recreation Director Malucci

No comment.

LEGAL COMMENTS:

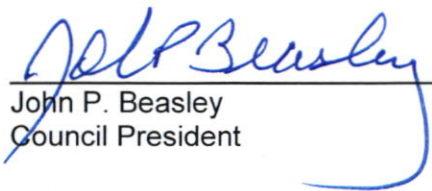
Town Attorney Christian Waugh

Excused absence.

ADJOURNMENT


There being no additional business, the meeting adjourns at 8:45 p.m.

Approved this 2nd day of April, 2020 by the Hilliard Town Council, Hilliard, Florida.



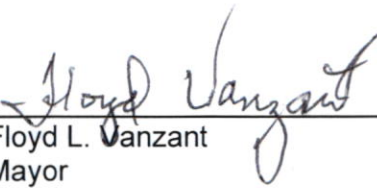
John P. Beasley
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



Floyd L. Vanzant
Mayor