

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

Monday, September 21, 2020 at 7:00 p.m.

Call to Order

Roll Call

Prayer and Pledge of Allegiance

PRESENT

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

PUBLIC HEARING

ITEM-1

Open Public Hearing on Ordinance No. 2020-07
Fiscal Year 2020-2021 Final 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 2020-2021 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.**

Call for Public Comment

Close Public Hearing on Ordinance No. 2020-07

Mayor Vanzant reads Ordinance No. 2020-07, by title.

No public comments.

Motions to close the Public Hearing on Ordinance No. 2020-07.

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

ITEM-2 Open Public Hearing on Ordinance No. 2020-08
Fiscal Year 2020-2021 Final 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 2020-2021 FISCAL YEAR FOR THE TOWN OF HILLIARD; PROVIDING AN EFFECTIVE DATE.
Call for Public Comment
Close Public Hearing on Ordinance No. 2020-08

Mayor Vanzant reads Ordinance No. 2020-08, by title.

No public comments.

Motions to close the Public Hearing on Ordinance No. 2020-08.

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

SPECIAL MEETING TOWN COUNCIL

ITEM-3 Ordinance No. 2020-07 – Fiscal Year 2020-2021 Final Millage Rate (TRIM)
Second & Final Reading
AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION CONCERNING THE AD VALOREM TAX MILLAGE RATE FOR THE 2020-2021 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.

Mayor Vanzant reads Ordinance No. 2020-07, by title.

Town Clerk Lisa Purvis explains and provides millage rate calculations based on several different rates and assessed values and announces the proposed final millage rate for the Town of Hilliard is 2.5000 mills.

Motion to adopt Ordinance No. 2020-07, 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-4 Ordinance No. 2020-08 – Fiscal Year 2020-2021 Final Budget
Second & Final Reading
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 2020-2021 FISCAL YEAR FOR THE TOWN OF HILLIARD; PROVIDING AN EFFECTIVE DATE.

Mayor Vanzant reads Ordinance No. 2020-08, by title.

Town Clerk Lisa Purvis announces the proposed final adopted budget for the Town of Hilliard is \$9,461,798.

Motion to adopt Ordinance No. 2020-08, on Second & Final Reading.

Motion made by Councilman Wollitz, Seconded by Councilman Pickett.

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

ITEM-5 Fiscal Year 2020-2021 – Capital Improvements Plan - Approval

Town Clerk Lisa Purvis states that after a final review of the Capital Plan presented on everyone's iPads. That she has mark a few errors that everyone can see that she will be correcting. Therefore, the Capital Improvements Plan should be adopted as amended.

Town Clerk, Lisa Purvis announces the 2020-2021 Capital Improvements Plan budget for the Town of Hilliard is \$1,107,588.

Motion to approve Fiscal Year 2020-2021 Capital Improvements Plan as amended.

Motion made by Council Pro Tem Sims, Seconded by Councilwoman Bishop.

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

ITEM-6 Fiscal Year 2020-2021 – Employee Bonuses & Benefits – Discussion & Approval

Town Clerk Lisa Purvis advises that during the last budget workshop on September 14, 2020 where employee bonuses and benefits were discussed the following items are now proposed for approval:

1. 15 Full-Time Employees & 2 Part-Time Employees = \$8,500.00.

Each to receive \$500 Bonus the first of October 2020.

2. Review & determine the feasibility of adding an additional new Town Hall employee after January 1, 2021 (3 months).

3. Review & determine the feasibility of employee pay increases fiscal year 2020-2021 after April 1, 2020 (6 months).

4. Have added to the Town's Personnel Policies & Procedures the following:

Public Works Department Uniform Allotment:

15-Safety shirts combination of short & long sleeves every 2 years (October)

1-Safety jacket/coat every 3 years (October)

1-Work Boot allowance per year \$125 Callie Kay's (October)

Vacation Cash-in Policy:

Cash-in one time only each year.
Cash-in first week of December.
Cash-in maximum of 40 hours per year.
Must maintain 160 hours vacation balance to cash-in.

Motion to approve Fiscal Year 2020-2021 Employee Bonuses & Benefits as presented.

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

ITEM-7 Fiscal Year 2020-2021 – Governmental Approved Donations – Discussion & Approval

Town Clerk Lisa Purvis announces the proposed Governmental Donations for the Town of Hilliard are: General Government, Miscellaneous \$5,000; General Recreation, Hilliard Public Library \$8,000; and Water & Sewer, Council on Aging \$10,000.

Motion to approve Fiscal Year 2020-2021 Governmental Donations as proposed.

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

PUBLIC COMMENTS:

No public comment.

MAYOR & COUNCIL CLOSING COMMENTS:

Mayor Vanzant

Thanks, all of the public for coming to the meeting tonight.

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| Thursday, 09-03-2020 @ 6PM | Workshop (P&R Department) |
| Thursday, 09-03-2020 @ 7PM | Public Hearing & Regular Meeting (Comp Plan, Medical Marj, TRIM & Budget) |
| Monday, 09-14-2020 @ 6PM | Workshop (Budget) |
| Thursday, 09-17-2020 @ 7PM | Regular Meeting (TEAMS PAYABLES ONLY) |
| Monday, 09-21-2020 @ 7PM | Public Hearing & Special Meeting (TRIM & Budget) |
| Monday, 09-21-2020 @ 7:30PM | Workshop (P&R Department) |
| Monday, 09-28-2020 @ 6PM | Workshop (P&R Department) |
| Thursday, 10-01-2020 @ 6PM | Workshop (P&R Department) |
| Thursday, 10-01-2020 @ 7PM | Regular Meeting |
| Thursday, 10-15-2020 @ 7PM | Regular Meeting (TEAMS PAYABLES ONLY) |

Council Pro Tem Sims

Thanks, the Dinwiddie's for coming tonight and it was good to see them.

Councilman Pickett

Apologies that he could not be here in person tonight but would if he could.

Councilwoman Bishop

Hopes Councilman Pickett and Council President Beasley get to feeling better.

Council President Beasley

Advises that following the exit interview with Parks & Recreation Director Kyle Malucci tonight, leaving a hole in the department. Becky Mirando is stepping up but needs the Council direction. Councilman Sims states that the other department director can help, Public Works Director Ritchie Rowe is helping outside, and Town Clerk Lisa Purvis will help with the administrative part until a new director is hired.

ADMINISTRATIVE STAFF COMMENTS:

Town Clerk Lisa Purvis

Advises she talked to Tim Norman with Mittauer & Associates, Inc. and he will be at our next meeting on October 1, 2020 for the sewer issue item on Orange Street.

Public Works Director Ritchie Rowe

Advises that the three pumps were installed this week at the Wastewater Treatment Plant.

LEGAL COMMENTS:

Town Attorney Christian Waugh

No comment.

ADJOURNMENT

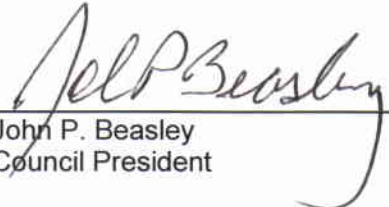
There being no additional business.

Motion to adjourn the meeting at 8:41 p.m.

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.

Approved this 18th day of October 2020 by the Hilliard Town Council, Hilliard, Florida.



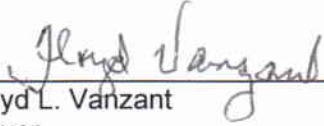
John P. Beasley
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



Floyd L. Vanzant
Mayor