

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, January 7, 2021 at 7:00 p.m.

Call to Order

Roll Call

Prayer and Pledge of Allegiance

PRESENT

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

ABSENT

Mayor Floyd Vanzant

PUBLIC HEARING

ITEM-1

Open Public Hearing on Ordinance No. 2020-09
Amending Chapter 2 Administration Article 1
Purchasing and Procurement Procedures

AN ORDINANCE AMENDING CHAPTER 2 ADMINISTRATION; AMENDING SEC. 2-2 AUTHORITY OF THE MAYOR; AMENDING SEC. 2-3 DELEGATION OF PURCHASING AUTHORITY; AMENDING SEC. 2-5 PROCESSING OF CONTRACTS FOR THE PROVISION OF COMMODITIES OR SERVICES; AMENDING SEC. 2-7 EXEMPTIONS FROM COMPETITIVE PROCUREMENT REQUIREMENT; AND PROVIDING AN EFFECTIVE DATE.

Call for Public Comment

Close Public Hearing on Ordinance No. 2020-09

Council President Beasley reads Ordinance No. 2020-09, by title.

No public comments.

Motions to close the Public Hearing on Ordinance No. 2020-09.

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

ITEM-2 Open Public Hearing on Ordinance No. 2020-12
Ordinance No. 2020-12 – Amending Chapter 58 Utilities
Eliminating Sec. 58-126
**AN ORDINANCE AMENDING CHAPTER 58 UTILITIES, ARTICLE IV WATER
AND SEWER SYSTEM DEVELOPMENT CHARGES. BY ELIMINATING SEC.
58-126 CHARGE FOR WATER SERVICE FOR FIRE PROTECTION
PURPOSES; AND PROVIDING AN EFFECTIVE DATE.**
Call for Public Comment
Close Public Hearing on Ordinance No. 2020-12

Council President Beasley reads Ordinance No. 2020-12, by title.

No public comments.

Motions to close the Public Hearing on Ordinance No. 2020-12.

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

ITEM-3 Open Public Hearing on Ordinance No. 2021-01
**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD,
FLORIDA, AMENDING THE COMPREHENSIVE PLAN OF HILLIARD FLORIDA,
WHICH WILL CONTROL FUTURE LAND USE, GUIDE PUBLIC FACILITIES,
AND PROTECT NATURAL RESOURCES PURSUANT TO THE LOCAL
GOVERNMENT COMPREHENSIVE PLANNING AND LAND DEVELOPMENT
REGULATION ACT (CHAPTER 163, PART II, FLORIDA STATUTES),
INCLUDING THE GOALS, OBJECTIVES AND POLICIES OF FUTURE LAND
USE; TRANSPORTATION; HOUSING; INFRASTRUCTURE, CONSERVATION
MANAGEMENT, RECREATION AND OPEN SPACE; INTERGOVERNMENTAL
COORDINATION; CAPITAL IMPROVEMENTS; AND PROVIDING FOR
REPEALER, SEVERABILITY, AND SETTING AN EFFECTIVE DATE.**
Call for Public Comment
Close Public Hearing on Ordinance No. 2021-01

Council President Beasley reads Ordinance No. 2021-01, by title.

No public comments.

Motions to close the Public Hearing on Ordinance No. 2021-01.

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

REGULAR MEETING

ITEM-4 Additions/Deletions to Agenda

Motion to add Item-21 Park & Recreation Director Position Process Probationary to Regular Full Time Exempt.

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

Motion to delete Item-19 Resolution No. 2021-02 – MLK Walk January 18, 2021 due to COVID-19 walk has been cancelled.

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

Motion to add Item-19 Town Attorney – Report on Pending Litigation.

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

Motion to add Item-22 Mikkelsen Estate Property – Clarification regarding the Timber Removal.

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

PAYABLES

ITEM-5 December 2020 \$68,522.98

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

MINUTES

ITEM-6 11-30-2020 Special Meeting
12-03-2020 Regular Meeting
12-17-2020 Regular Meeting

Motion to amend LeeAnn Wollitz Public Comment by inserting the statement that she made “until there could be a Town wide election” on the December 3, 2020 Regular Meeting minutes.

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

Motion to approve minutes as amended.

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

OATH OF OFFICE

ITEM-7 Kenny Sims
 Lee Pickett
 Jared Wollitz

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

ORGANIZATION

ITEM-8 Organization of Office
 • Council President
 • Council Pro Tem

Motion to retain Council Member, John Beasley as Council President and Council
Member, Kenny Sims as Council Pro Tem.

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

ITEM-9 Organization of Departments
 • Street Department Commissioner
 • Recreation Department Commissioner
 • Fire Department Commissioner
 • Airpark Department Commissioner
 • Water & Sewer Department Commissioner

Motion to retain each Council Member as follows:
Council Pro Tem Sims as Street Department Commissioner
Council President Beasley as Recreation Department Commissioner
Councilman Pickett as Water & Sewer Department Commissioner
Councilman Wollitz as Fire Department Commissioner
Councilwoman Bishop as Airpark Department Commissioner

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

PRESENTATION

ITEM-10 National League of Cities Service Line Warranty Program – Lee Zell

National League of Cities Service Line Warranty Program Regional Director, Lee Zell
presents the NLOC Service Line Warranty Program. Council questions then request
Town Attorney Waugh to review and advise at the February 4, 2021 Regular Meeting.

TOWN COUNCIL

ITEM-11 Whisper Ridge PUD – Process & Update – Janis Fleet, AICP, LUA

Land Use Administrator, Janis Fleet updates the Council from the P&Z meeting on January 5, 2021 and advises of additional conditions place on project and ask if the Town Council wants another workshop prior to the First Public Hearing that will be on February 4, 2021, no workshop is requested.

ITEM-12 Ordinance No. 2021-01 – Amending Comprehensive Plan

First Reading & Set Second Public Hearing

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, AMENDING THE COMPREHENSIVE PLAN OF HILLIARD FLORIDA, WHICH WILL CONTROL FUTURE LAND USE, GUIDE PUBLIC FACILITIES, AND PROTECT NATURAL RESOURCES PURSUANT TO THE LOCAL GOVERNMENT COMPREHENSIVE PLANNING AND LAND DEVELOPMENT REGULATION ACT (CHAPTER 163, PART II, FLORIDA STATUTES), INCLUDING THE GOALS, OBJECTIVES AND POLICIES OF FUTURE LAND USE; TRANSPORTATION; HOUSING; INFRASTRUCTURE, CONSERVATION MANAGEMENT, RECREATION AND OPEN SPACE; INTERGOVERNMENTAL COORDINATION; CAPITAL IMPROVEMENTS; AND PROVIDING FOR REPEALER, SEVERABILITY, AND SETTING AN EFFECTIVE DATE.

Council President Beasley reads Ordinance No. 2021-01, by title.

Janis Fleet reviews the Comprehensive Plan Amendments and advises that DEO did not have any comments and that the Amendment will be back on the Agenda for the Second Public Hearing on March 4, 2021. Once adopted the Comprehensive Plan will take precedence over the Zoning & Land Development Regulations Code. Therefore, that will be the next thing that will need to be amended and that the Planning & Zoning Board has already started the review process to provide recommendation to the Town Council.

Motion to approve Ordinance No. 2021-01, on First Reading and to set the Second Public Hearing for March 4, 2021.

Motion made by Council Pro Tem Sims, Seconded by Councilman Pickett.

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

ITEM-13 Planning & Zoning Board Re-Appoint Recommendation - Two Members - Three Year Term – Janis Fleet, AICP, LUA

Councilwoman Bishop states again that she would like it to be considered in the future for the Planning & Zoning Board positions to be advertised, so that more people will be aware if they would like to serve.

Motion to approve Planning & Zoning Board Re-Appoint Recommendation of Members Wendy Prather and Dallis Hunter for another term beginning January 2021 and ending December 2023.

Motion made by Councilman Pickett, Seconded by Councilman Wollitz.

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

ITEM-14 Ordinance No. 2020-09 – Amending Chapter 2 Administration Article 1
Purchasing and Procurement Procedures
Second and Final Reading
AN ORDINANCE AMENDING CHAPTER 2 ADMINISTRATION; AMENDING SEC. 2-2 AUTHORITY OF THE MAYOR; AMENDING SEC. 2-3 DELEGATION OF PURCHASING AUTHORITY; AMENDING SEC. 2-5 PROCESSING OF CONTRACTS FOR THE PROVISION OF COMMODITIES OR SERVICES; AMENDING SEC. 2-7 EXEMPTIONS FROM COMPETITIVE PROCUREMENT REQUIREMENT; AND PROVIDING AN EFFECTIVE DATE.

Council President Beasley reads Ordinance No. 2020-09, by title.

Town Clerk Lisa Purvis advises that she has passed out handwritten notes from the June 1, 2020, Workshop where the Mayor's Duties were discussed as stated at the December 2, 2020, First Public Hearing.

Motion to adopt Ordinance No. 2020-09, Amending Chapter 2 Administration Article 1 Purchasing and Procurement Procedures on second and final reading.

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

ITEM-15 Ordinance No. 2020-12 – Amending Chapter 58 Utilities
Eliminating Sec. 58-126
Second and Final Reading
AN ORDINANCE AMENDING CHAPTER 58 UTILITIES, ARTICLE IV WATER AND SEWER SYSTEM DEVELOPMENT CHARGES. BY ELIMINATING SEC. 58-126 CHARGE FOR WATER SERVICE FOR FIRE PROTECTION PURPOSES; AND PROVIDING AN EFFECTIVE DATE.

Council President Beasley reads Ordinance No. 2020-12, by title.

Motion to adopt Ordinance No. 2020-12, Amending Chapter 58 Utilities Eliminating Sec. 58-126 on second and final reading.

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

ITEM-16 Agenda Item Request – Two (2) Septic Tank Exceptions – Michael Franklin

Councilwoman Bishop states that she will be abstaining due to Mr. Michael Franklin being her father.

Motion to grant two (2) septic tank exception for Mr. Michael Franklin, for his properties one located on West Thirteen Avenue at the corner of Kentucky Street, Block 210, Lots 1-4, due to the sewer line is 3005' from the property line and the second property being located on West Fourteenth Avenue at the corner of Kentucky Street, Block 219, Lots 1-4, due to the sewer line is 3316' from the property line.

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

ITEM-17 Agenda Item Request – Septic Tank Exception – Francis Layden Jr.

Motion to grant a septic tank exception for Mr. Francis Layden Jr., for his property located on West Nineth Ave at the corner of Virginia Street, Block 193, Lots 13-17, due to the sewer line is 1672' from the property line.

Motion made by Councilman Pickett, Seconded by Councilwoman Bishop.

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

ITEM-18 Resolution No. 2021-01 – Town of Hilliard 2021 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. 2020-21, by title.

Motion to adopt Resolution No. 2020-21, Town Closed Holidays.

Motion made by Council Pro Tem Sims, Seconded by Councilman Wollitz.

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

ITEM-19 Resolution No. 2021-02 – MLK Walk January 18, 2021

A RESOLUTION AUTHORIZING THE PERMITTING OF A MARTIN LUTHER KING, JR. WALK FOR THE CONCERNED CITIZENS OF HILLIARD, FLORIDA; ON BOTH LOCAL AND COUNTY ROADS, WHICH INCLUDES COUNTY ROAD 108; 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.

Item deleted from the agenda due to event cancelled COVID-19.

PARKS & RECREATION DIRECTOR

ITEM-20 Monthly Summary Report HPR – January 2021

Parks & Recreation Director Gabe Whittenburg presents the January 2021 monthly summary report for Hilliard Parks and Recreation and advises they have had the 1st basketball coaches meeting / practices and that he has a signup sheet for concessions if the Council would like to sign up.

ADD NEW

ITEM- 19 Report on Pending Litigation – Town Attorney

Council discusses the pending litigation and states that he would like the Council to approve holding a Shade Meeting to further discuss the Town's options and potential liability.

Motion to hold a Shade Meeting to discuss pending litigation on January 21, 2021 immediately following the Regular Meeting.

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

ADD

ITEM- 21 Position Process Probationary to Regular Full Time Exempt – P&R Director

Motion to approve moving Parks & Recreation Director, Gabe Whittenburg from
Introductory/ Probationary to Regular Full Time.

Motion made by Councilman Pickett, Seconded by Councilman Wollitz.

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

Motion to set a Workshop for January 21, 2021 at 6:00 p.m. to discuss Parks &
Recreation Director Gabe Whittenburg accomplishments and to discuss adding an
additional Town Hall Office position.

Motion made by Councilman Wollitz, Seconded by Council Pro Tem Sims.

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

ADD

ITEM- 22 Mikkelsen Estate Property – Clarification Regarding the Timber Removal

Councilman Sims states that Bubba Cribb of B&V Timber is currently cutting timber on
the property adjacent to the Mikkelsen Estate property. The Town has given approval for
Mr. Cribb to cut and remove the timber paying the Town \$30.00 a cord not a ton and that
may not have been clear at the last meeting when approved. That he wanted to make
sure that everyone understood the amount that the Town would receive for the Timber.

Motion to approve B&V Timber to remove approximately 3 acres of timber off the
Mikkelsen Estate property paying the Town \$30.00 a cord.

Motion made by Council Pro Tem Sims, Seconded by Councilman Pickett.

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

PUBLIC COMMENTS:

No comment.

MAYOR & COUNCIL CLOSING COMMENTS:

Mayor Vanzant

Absent.

Council President Beasley

States that the Fireworks were good.

That the Mayor is under the weather and that he hopes he is feeling better soon and that
is not anything to serious.

Nassau County recently lost a great historian Mr. Jan Johannsen.

Thanks Councilmen Sims, Pickett & Wollitz for serving on the Town Council. Comments on the record number of meetings this past year, a total of 66 meeting were held.

Council President Beasley reads the upcoming meetings aloud.

January Meetings:

Thursday, 01-21-2021 @ 6PM	Workshop (P&R Director & Add TH Employee)
Thursday, 01-21-2021 @ 7PM	Regular Meeting (PAYABLES ONLY)
Thursday, 01-21-2021 @ 7PM	Shade Meeting (Following RM)

February Meetings:

Monday, 02-01-2021 @ 6PM	Workshop (NCSB)
Thursday, 02-04-2021 @ 7PM	Public Hearing & Regular Meeting
Thursday, 02-18-2021 @ 7PM	Regular Meeting (PAYABLES ONLY)

Council Pro Tem Sims

Compliments the New Year's Fireworks and states he is coining Lorena Franklins quote "Goodtime had by all."

Councilman Pickett

Compliments the New Year's Fireworks.

Councilman Wollitz

Thanks the citizens for re-electing and his family for supporting him.

Councilwoman Bishop

Hopes that the Mayor is better soon.
Compliments the New Year's Fireworks.

ADMINISTRATIVE STAFF COMMENTS:

Town Clerk Lisa Purvis

Compliments the New Year's Fireworks.
Congratulates again Councilman Sims, Councilman Pickett and Councilman Wollitz on their re-elections.
Hopes that the Mayor is feel better soon.

Public Works Director Ritchie Rowe

Compliments the New Year's Fireworks.
Advises the Council on Water Plant Tap last week.
Burning of the constructed wetland ponds with Hilliard Volunteer Fire Department Chief Jerry Johnson has been scheduled for this month.
The arrival of the new backhoe.
The AMI Project Status
Public Works employee Jason Bergendahl got his water license.

Parks & Recreation Director Whittenburg

Great month planned at the Hilliard Parks & Recreation.

LEGAL COMMENTS:

Town Attorney Christian Waugh

Congratulates Parks & Recreation Director Gabe Whittenburg for doing so well in his first 90 days.
Advises that he and his wife are expecting their first child.

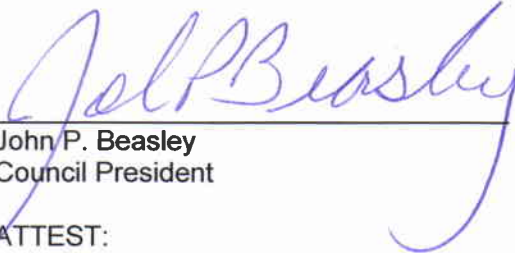
ADJOURNMENT

There being no additional business.

Motion to adjourn the meeting at 8:30 p.m.

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

Approved this 4th day of February, 2021 by the Hilliard Town
Council, Hilliard, Florida.



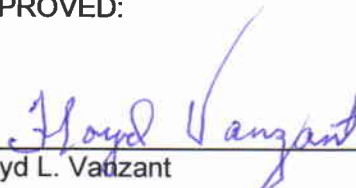
John P. Beasley
Council President

ATTEST:



Lisa Purvis
Town Clerk

APPROVED:



Floyd L. Vanzant
Mayor