

# HILLIARD TOWN COUNCIL MINUTES

Hilliard Town Hall / Council Chambers  
Post Office Box 249

15859 West County Road 108  
Hilliard, FL 32046

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

## AGENDA

- ITEM-1** Regular Meeting Agenda
- Thursday, May 2, 2019 @ 7PM
  - Roll Call

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

- Prayer & Pledge of Allegiance

## PUBLIC HEARING

- ITEM-2** FFY 2018 Small Cities Community Development Block Grant (CDBG) – Second Public Hearing – Fred Fox Enterprises, Inc.

Explanation of Service Area #1  
Georgia Street/West 2<sup>nd</sup> Avenue Water Line Replacement Service Area  
Explanation of Service Area #2  
Oxford Street Lift Station Service Area

Call for Public Comment  
Close Public Hearing

Mrs. Melissa Fox, with Fred Fox Enterprises, Inc. reads the proposed FFY 2018 Community Development Block Grant application narrative for the service areas:								
Service Area #1								
Georgia Street/West Second Avenue Water Line Replacement Service Area								
Service Area #2								
Oxford Street Lift Station Service Area								
Following no public comments.								
Motion to close the public hearing on FFY 2018 Small Cities Community Development Block Grant (CDBG).								
Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	LP	KS	Y	Y	Y	Y	A

**REGULAR MEETING****ITEM-3** Additions/Deletions to Agenda

Town Clerk, Lisa Purvis would like to add Item-13 as an emergency item.								
Motion to add Item-13 Parks & Recreation Fitness Center – Replace AC Units.								
Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	KS	LP	Y	Y	Y	Y	A

**PAYABLES****ITEM-4** April 2019 \$155,013.62

Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	KS	JW	Y	Y	Y	Y	A

**MINUTES**
**ITEM-5** 03-04-2019 Workshop  
 03-18-2019 Special Meeting  
 03-25-2019 Workshop  
 04-08-2019 Workshop  
 04-18-2019 Regular Meeting

Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	LP	JW	Y	Y	Y	Y	A

**TOWN COUNCIL**
**ITEM-6** Resolution No. 2019-04 – FFY 2018 CDBG Submit Application  
**A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR THE SMALL CITIES COMMUNITY DEVELOPMENT BLOCK GRANT TO THE FLORIDA DEPARTMENT OF ECONOMIC OPPORTUNITY FOR FEDERAL FISCAL YEAR 2018.**

Mayor Vanzant, reads Resolution No. 2019-04, by title.								
Motion to adopt Resolution No. 2019-04 FFY 2018 CDBG Submit Application.								
Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	KS	CB	Y	Y	Y	Y	A

**ITEM-7** Resolution No. 2019-05 – FFY 2018 CDBG Community Development Plan  
**A RESOLUTION OF THE TOWN OF HILLIARD AUTHORIZING THE IMPLEMENTATION OF THE LONG TERM AND SHORT TERM OBJECTIVES OF THE TOWN OF HILLIARD COMMUNITY DEVELOPMENT PLAN.**

Mayor Vanzant, reads Resolution No. 2019-05, by title.								
Motion to adopt Resolution No. 2019-05 FFY 2018 CDBG Community Development Plan.								
Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	LP	JW	Y	Y	Y	Y	A

**ITEM-8** Resolution No. 2019-06 – FFY 2018 CDBG Town Match Funds  
**A RESOLUTION AUTHORIZING THE USE OF FIFTY THOUSAND DOLLARS (\$50,000.00) OF TOWN OF HILLIARD FUNDING AS LEVERAGE FOR THE SMALL CITIES NEIGHBORHOOD REVITALIZATION COMMUNITY DEVELOPMENT BLOCK GRANT APPLICATION THE TOWN IS SUBMITTING TO THE FLORIDA**

**DEPARTMENT OF ECONOMIC OPPORTUNITY FOR FEDERAL  
FISCAL YEAR 2018.**

Mayor Vanzant, reads Resolution No. 2019-06, by title.  
Motion to adopt Resolution No. 2019-06 FFY 2018 CDBG Town Match Funds.

Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	JW	LP	Y	Y	Y	Y	A

**ITEM-9** Capital Purchase Approval – Public Works Portable Generator with Trailer

Motion to purchase the Portable Generator with Trailer once FDEP has given written notification to allow the Town to purchase the generator as the Consent Order In Kind Project.

Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	KS	JW	Y	Y	Y	Y	A

**ITEM-10** Capital Purchase Approval – Sewer Main Cleaning & Television Survey

Assistant Public Works Director, Greg Grooms explains that the storm drainage on Sixth Street by Hilliard Elementary School is causing some areas of the road to falling in. There is a blockage at Missouri and Second Avenue. Mr. Grooms will provide the complete information for each line item number cost.

Motion to approve Envirowaste Service Group, Inc with a bid of \$23,862.45 for precon & TV survey on storm drainage pipes and main line sewers.

Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	LP	JW	Y	Y	Y	Y	A

**ITEM-11** Capital Purchase Approval – Sidewalk Replacement

Assistant Public Works Director, Greg Grooms advises there have been several complaints at several locations of trip hazards and ADA situations with the sidewalks being in terrible shape.

Motion to approve Stetson Development Company with a quote of \$25,859.40 for 5,764 sq. feet of Sidewalk Replacement.

Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	JW	KS	Y	Y	Y	Y	A

**ITEM-12** Set Workshop – State of the Town – Discussion

A workshop is set for Monday, May 6, 2019 at 6:00 p.m. to discuss the State of the Town with the department directors.

Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	CB	JW	Y	Y	Y	Y	A

**ITEM-13** Capital Purchase Approval – Parks & Recreation Fitness Center – AC Units

Parks & Recreation Director, Kyle Maclucci advises that one of the AC units at the Fitness Center needs to be replace and recommends Tropic Air's proposal that includes a new pad and thermostat.

Councilwoman Bishops questions how old the unit is. Mr. Malucci advises the unit model is dated 2004.

Motion to approve Tropic Air with a bid of \$4,659.00 to replace the one AC unit at the Parks & Recreation Department Fitness Center.

Motion	Result	M	2 <sup>nd</sup>	CB	LP	JW	KS	JB
Approve	Approved	KS	JW	Y	Y	Y	Y	A

**PUBLIC COMMENTS:**

No comments

**MAYOR'S CLOSING COMMENTS:**

Mayor Vanzant thanks to everyone that helped with the Town Clean Up.

**May Meetings:**

Monday, 05-06-2019 @ 6PM	Workshop (State of the Town)
Thursday, 05-16-2019 @ 7PM	Public Hearing & Regular Meeting

**June Meetings:**

Thursday, 06-20-2019 @ 7PM	Regular Meeting
Thursday, 06-06-2019 @ 7PM	Regular Meeting

**2019 Town Events**

05-27-2019 Memorial Day Ceremony at Oakwood Cemetery  
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:**

Councilman Sims

- Advises he received a call from a concerned citizen that there is a company from Jacksonville that is delivering medical marijuana to people in Hilliard. Councilman Sims questions if that is even legal. Town Attorney, Christian Waugh advises he will look into the issue.

**ADMINISTRATIVE COMMENT**

Town Clerk, Lisa Purvis

- Reminds the Council and Mayor about the Ethics Training they are required to attend and wanted to make sure they had received the email about the training class at Lake Butler Community Center.

Public Works Director, Richie Rowe

- No comment

Parks & Recreation Director, Kyle Malucci

- Advises he will not be able to attend the workshop on Monday, May 6, 2019 due to being on vacation, but he will coordinate with the Public Works Department on the installing of the new AC units.

**LEGAL**

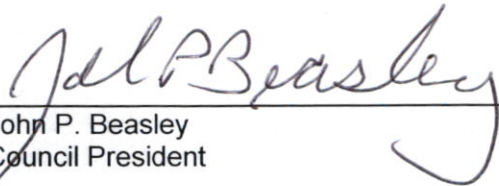
Town Attorney, Christian Waugh

- No comment

**ADJOURNMENT**

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


Approved this 16th day of May, 2019, by the  
Hilliard Town Council, Hilliard, Florida.

  
John P. Beasley  
Council President

ATTEST:

  
Lisa Purvis  
Town Clerk

APPROVED:

  
Floyd L. Vanzant  
Mayor