

HILLIARD TOWN COUNCIL MEETING

Hilliard Town Hall / Council Chambers
Post Office Box 249

15859 West County Road 108
Hilliard, FL 32046

<u>MAYOR</u> Cris W. McConnell	<u>COUNCIL PRESIDENT</u> John Beasley	<u>COUNCIL PRO-TEM</u> Kenny Sims	<u>TOWN COUNCIL</u> Jack Bailey Lee Pickett Jared Wollitz
<u>TOWN ATTORNEY</u> Christian Waugh	<u>PARKS & RECREATION DIRECTOR</u> Kyle Malucci	<u>TOWN CLERK</u> Lisa Purvis	<u>PUBLIC WORKS DIRECTOR</u> Richie Rowe

AGENDA

- ITEM-1** Regular Meeting Agenda
- Thursday, January 3, 2019 @ 7 PM
 - Call to Order
 - Roll Call
 - Prayer & Pledge of Allegiance

- ITEM-2** Additions/Deletions to Agenda

PAYABLES

- ITEM-3** December 2018

MINUTES

- ITEM-4** 12-20-2018 Public Hearing and Regular Meeting

OATH & ORGANIZATION

- ITEM-5** Oath of Office
- John Beasley
 - Callie Kay Bishop
 - Floyd Vanzant

- ITEM-6** Organization of Office
- Council President
 - Council Pro Tem

- ITEM-7** Organization of Departments
- Street Department Commissioner
 - Recreation Department Commissioner
 - Fire Department Commissioner
 - Airpark Department Commissioner
 - Water & Sewer Department Commissioner

TOWN COUNCIL

- ITEM-8** Resolution No. 2019-01 – Town of Hilliard 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.

TOWN CLERK

ITEM-9 Set Workshop – Advanced Metering Infrastructure

PARKS & RECREATION DIRECTOR

ITEM-10 Set Workshop – HPR Soccer Fields Use

CLOSING COMMENTS

- **PUBLIC**
 - Informational items or Emergency (consent/vote) Audience members that address the Council shall speak from the podium.
 - Each speaker shall state their name and place of residence and speak on Town matters only.
 - No comments from Council or audience during speaker's time.
 - Council may make comments and ask questions before speaker leaves the podium.
 - Audience will be given time at podium for comments and questions as granted by Chairman. (The Chairman can limit time of each speaker to 3 minutes.)
- **MAYOR & COUNCIL**
 - Mayor Floyd Vanzant
 - Council "Pro Tem" Kenny Sims
 - Council Member Lee Pickett
 - Council Member Jared Wollitz
 - Council Member Callie Kay Bishop
 - Council "President" John Beasley
- **ADMINISTRATIVE STAFF**
 - Town Clerk Lisa Purvis
 - Public Works Director Richie Rowe
 - Parks & Recreation Director Kyle Malucci
- **LEGAL**
 - Town Attorney Christian Waugh

REQUIREMENTS

PURSUANT TO THE REQUIREMENTS OF F.S. 286.0105, the following notification is given: If a person decides to appeal any decision made by the Council with respect to any matter considered at such meeting he or she may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based.

ADDRESSING THE COUNCIL

Individuals or groups may address comments to the Town Council at any Regular Meeting by following the established procedures. The maximum allotted time for a presentation is three (3) minutes per person. A speaker's time may not be allocated to others. The Council will permit individuals' comments on agenda items at the time the item is under consideration. Individuals must complete a form located next to the printed agendas in the Council Chambers. Thirty minutes will be set-aside at the end of the meeting for public discussion on non-agenda items.

ADJOURNMENT

Persons with disabilities requiring accommodations in order to participate in this program or activity should contact the Town Clerk at (904) 845-3555 at least seventy-two hours in advance to request such accommodations.

ADD/DELETION

ITEM-2 Additions/Deletions to Agenda

-----ID-----		GROSS		P.O. #				
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION		
=====								
01-00293	AT&T							
I-12162018		AT&T	45.80					
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: N				
		AT&T		001 01-51341	COMMUNICATIONS & FREIGHT	30.62		
		AT&T		401 06-53641	COMMUNICATIONS & FREIGHT	15.18		
STUB COMMENTS: 12/11/2018 - 01/10/2019 - PHONE BILL								
=== VENDOR TOTALS ===			45.80					
=====								
01-00015	CDW GOVERNMENT, INC.							
I-QLG7068		CDW GOVERNMENT, INC.	712.74					
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: N				
		CDW GOVERNMENT, INC.		001 01-51352	OPERATING SUPPLIES	712.74		
STUB COMMENTS: 12/18/2018 - 2 APPLE IPADS								
I-QLP0086		CDW GOVERNMENT, INC.	166.29					
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: N				
		CDW GOVERNMENT, INC.		001 01-51352	OPERATING SUPPLIES	166.29		
STUB COMMENTS: 12/19/2018 - HP 81A LASERJET TONER BLACK								
=== VENDOR TOTALS ===			879.03					
=====								
01-00314	COMCAST							
I-73483483		COMCAST	312.64					
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: N				
		COMCAST		001 01-51341	COMMUNICATIONS & FREIGHT	312.64		
STUB COMMENTS: 12/15/2018 - 01/14/2019 - INTERNET								
=== VENDOR TOTALS ===			312.64					
=====								
01-00519	DINWIDDIE, BERNITA K.							
I-01032019-00519		LAND USE ADMINISTRATOR:	750.00					
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: Y				
		LAND USE ADMINISTRATOR:		001 01-51513	LAND USE & ZONING BOARD	750.00		
STUB COMMENTS: 12/2018 LAND USE ADMINISTRATOR								
=== VENDOR TOTALS ===			750.00					

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====							
01-00024	ENCO	JACKSONVILLE					
I-B8L2742		ENCO JACKSONVILLE		150.00			
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019			1099: N		
		ENCO JACKSONVILLE			401 06-53631	PROFESSIONAL SERVICES	150.00
STUB COMMENTS: 10/04/2018 - DRINKING WATER SAMPLE							
I-B8L2743		ENCO JACKSONVILLE		246.00			
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019			1099: N		
		ENCO JACKSONVILLE			401 06-53631	PROFESSIONAL SERVICES	246.00
STUB COMMENTS: 11/20/2018 - WATER SAMPLE							
I-B8L2744		ENCO JACKSONVILLE		246.00			
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019			1099: N		
		ENCO JACKSONVILLE			401 06-53631	PROFESSIONAL SERVICES	246.00
STUB COMMENTS: 12/06/2018 - WATER SAMPLE							
I-B8L2745		ENCO JACKSONVILLE		231.00			
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019			1099: N		
		ENCO JACKSONVILLE			401 06-53631	PROFESSIONAL SERVICES	231.00
STUB COMMENTS: 12/06/2018 - WATER SAMPLE							
I-B8L2746		ENCO JACKSONVILLE		175.00			
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019			1099: N		
		ENCO JACKSONVILLE			401 06-53631	PROFESSIONAL SERVICES	175.00
STUB COMMENTS: 12/06/2018 - DRINKING WATER SAMPLE							
I-C8L2002		ENCO JACKSONVILLE		800.00			
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019			1099: N		
		ENCO JACKSONVILLE			401 06-53631	PROFESSIONAL SERVICES	800.00
STUB COMMENTS: 12/07/2018 - DRINKING WATER SAMPLE							
=== VENDOR TOTALS ===				1,848.00			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-00033		FLORIDA POWER & LIGHT COMPANY				
=====						
I-11132018		FLORIDA POWER & LIGHT COMPANY	2,304.52			
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: N		
		FLORIDA POWER & LIGHT COMPANY		401 06-53642	WATER PLANT ELECTRICITY	38.97
		FLORIDA POWER & LIGHT COMPANY		001 04-57243	UTILITY SERVICES	1,815.45
		FLORIDA POWER & LIGHT COMPANY		001 01-51343	UTILITY SERVICES	450.10
=====						
STUB COMMENTS: 11/13/2018 - 12/13/2018 - ELECTRIC BILL						
=====						
=== VENDOR TOTALS ===			2,304.52			
=====						
01-00500		FREY JR., HAROLD K.				
=====						
I-01032019-00500		ZONING BOARD	150.00			
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: Y		
		ZONING BOARD		001 01-51513	LAND USE & ZONING BOARD	150.00
=====						
STUB COMMENTS: 12/2018 ZONING BOARD						
=====						
=== VENDOR TOTALS ===			150.00			
=====						
01-00039		HACH COMPANY				
=====						
I-11250575		HACH COMPANY	118.91			
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: N		
		HACH COMPANY		401 06-53652	OPERATING SUPPLIES	118.91
=====						
STUB COMMENTS: 12/06/2018 - 4 CHLORINE FREE TEST KITS						
=====						
=== VENDOR TOTALS ===			118.91			
=====						
01-00043		HIGGINBOTHAM, GLENN				
=====						
I-01032019-00043		ZONING BOARD	150.00			
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: Y		
		ZONING BOARD		001 01-51513	LAND USE & ZONING BOARD	150.00
=====						
STUB COMMENTS: 12/2018 ZONING BOARD						
=====						
=== VENDOR TOTALS ===			150.00			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-00002	HOYLE, CHRISTIAN B.					
I-01032019-00002		A CLEANER WORLD	461.67			
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: Y		
		A CLEANER WORLD		001 01-51334	CLEANING CONTRACT	461.67
STUB COMMENTS: 12/2018 FLOOR WAXING & JANITORIAL SERVICE						
=== VENDOR TOTALS ===			461.67			
=====						
01-00053	LARSON, GARY R.					
I-01032019-00053		BUILDING INSPECTOR	1,550.00			
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: Y		
		BUILDING INSPECTOR		001 01-52431	BUILDING INSPECTOR	1,550.00
STUB COMMENTS: 12/2018 BUILDING INSPECTOR & 3 MOBILE HOME INSPECTIONS						
=== VENDOR TOTALS ===			1,550.00			
=====						
01-00054	LAWSON, JOSETTA T.					
I-01032019-00054		ZONING BOARD	150.00			
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: Y		
		ZONING BOARD		001 01-51513	LAND USE & ZONING BOARD	150.00
STUB COMMENTS: 12/2018 ZONING BOARD						
=== VENDOR TOTALS ===			150.00			
=====						
01-00177	MEADS FRAMERY & TROPHY STORE I					
I-5396		MEADS FRAMERY & TROPHY STORE	79.00			
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: N		
		MEADS FRAMERY & TROPHY STORE I		001 01-51352	OPERATING SUPPLIES	79.00
STUB COMMENTS: 12/11/2018 - ACRYLIC PLAQUE FOR REBA PEARCE - ATTORNEY						
=== VENDOR TOTALS ===			79.00			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-00056	MILEY JR., DELVIN					
I-01032019-00056		CODE ENFORCEMENT	1,100.00			
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: Y		
		CODE ENFORCEMENT		001 01-52931	CODE ENFORCEMENT	1,100.00
STUB COMMENTS: 12/2018 CODE ENFORCEMENT						
=== VENDOR TOTALS ===			1,100.00			
=====						
01-00311	NASSAU COUNTY SCHOOL BOARD					
I-NOVEMBER 2018		NASSAU COUNTY SCHOOL BOARD	270.00			
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: N		
		NASSAU COUNTY SCHOOL BOARD		001 04-57252	OPERATING SUPPLIES	270.00
STUB COMMENTS: 11/2018 - TRANSPORTATION FOR P&R						
=== VENDOR TOTALS ===			270.00			
=====						
01-00067	OKEFENOKE RURAL ELECTRIC, INC.					
I-12102018		OKEFENOKE RURAL ELECTRIC, INC	561.75			
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: N		
		OKEFENOKE RURAL ELECTRIC, INC.		001 03-54143	UTILITY SERVICES	33.44
		OKEFENOKE RURAL ELECTRIC, INC.		001 04-57243	UTILITY SERVICES	35.59
		OKEFENOKE RURAL ELECTRIC, INC.		001 01-51343	UTILITY SERVICES	33.33
		OKEFENOKE RURAL ELECTRIC, INC.		401 06-53642	WATER PLANT ELECTRICITY	154.17
		OKEFENOKE RURAL ELECTRIC, INC.		401 06-53643	SEWER PLANT ELECTRICITY	305.22
STUB COMMENTS: 11/10/2018 -12/10/2018 - ELECTRIC BILL						
I-12132018		OKEFENOKE RURAL ELECTRIC, INC	1,758.72			
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: N		
		OKEFENOKE RURAL ELECTRIC, INC.		001 03-54143	UTILITY SERVICES	1,758.72
STUB COMMENTS: 11/13/2018 - 12/13/2018 - ELECTRIC BILL						
=== VENDOR TOTALS ===			2,320.47			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-00073	PRATHER, WENDY					
I-01032019-00073		ZONING BOARD	150.00			
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: Y		
		ZONING BOARD		001 01-51513	LAND USE & ZONING BOARD	150.00
		STUB COMMENTS: 12/2018 ZONING BOARD				
		=== VENDOR TOTALS ===	150.00			
=====						
01-00116	REED, CHARLES A.					
I-01032019-00116		ZONING BOARD	150.00			
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: Y		
		ZONING BOARD		001 01-51513	LAND USE & ZONING BOARD	150.00
		STUB COMMENTS: 12/2018 ZONING BOARD				
		=== VENDOR TOTALS ===	150.00			
=====						
01-00078	RINER, GUY					
I-01032019-00078		IT CONTRACTOR	550.00			
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: Y		
		IT CONTRACTOR		001 01-51331	PROFESSIONAL SERVICES	550.00
		STUB COMMENTS: 12/2018 IT CONTRACTOR				
		=== VENDOR TOTALS ===	550.00			
=====						
01-00086	TOWN OF HILLIARD					
I-12282018		TOWN OF HILLIARD	1,066.29			
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: N		
		TOWN OF HILLIARD		001 01-51343	UTILITY SERVICES	188.26
		TOWN OF HILLIARD		001 03-54143	UTILITY SERVICES	33.32
		TOWN OF HILLIARD		001 04-57243	UTILITY SERVICES	340.10
		TOWN OF HILLIARD		401 06-53642	WATER PLANT ELECTRICITY	431.58
		TOWN OF HILLIARD		401 06-53643	SEWER PLANT ELECTRICITY	73.03
		STUB COMMENTS: 11/20/2018 - 12/20/2018 - WATER BILL				
		=== VENDOR TOTALS ===	1,066.29			

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
=====							
01-00217	VULCAN, INC.						
I-334246		VULCAN, INC.	1,318.50				
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: N			
		VULCAN, INC.		001 03-54153	ROAD MATERIALS & SUPPLIE	1,318.50	
STUB COMMENTS: 12/19/2018 - 50 GALV POST TAPERED							
=== VENDOR TOTALS ===			1,318.50				
=====							
01-00093	WILLIAMS, JAMES A.						
I-01032019-00093		FIRE MARSHALL	330.00				
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: Y			
		FIRE MARSHALL		001 01-52231	FIRE MARSHALL CONTRACT	330.00	
STUB COMMENTS: 12/2018 FIRE MARSHALL							
=== VENDOR TOTALS ===			330.00				
=====							
01-00094	WINDSTREAM						
I-12172018		WINDSTREAM	74.07				
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: N			
		WINDSTREAM		001 01-51341	COMMUNICATIONS & FREIGHT	74.07	
STUB COMMENTS: 12/13/2018 - 01/12/2019 - PHONE BILL							
I-12212018		WINDSTREAM	154.67				
1/03/2019	GEN	DUE: 1/03/2019 DISC: 1/03/2019		1099: N			
		WINDSTREAM		001 04-57241	COMMUNICATIONS & FREIGHT	154.67	
STUB COMMENTS: 12/19/2018 - 01/28/2019 - PHONE BILL							
=== VENDOR TOTALS ===			228.74				
=== PACKET TOTALS ===			16,283.57				

** T O T A L S **

INVOICE TOTALS 16,283.57
DEBIT MEMO TOTALS 0.00
CREDIT MEMO TOTALS 0.00

BATCH TOTALS 16,283.57

** G/L ACCOUNT TOTALS **

BANK	YEAR	ACCOUNT	NAME	AMOUNT	=====LINE ITEM=====			=====GROUP BUDGET=====		
					ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG	ANNUAL BUDGET	BUDGET AVAILABLE	OVER BUDG
2018-2019		001-00-202001	AP POOLED	13,298.51-*						
		001-01-51331	PROFESSIONAL SERVICES	550.00	30,000	26,127.00				
		001-01-51334	CLEANING CONTRACT	461.67	5,540	4,154.99				
		001-01-51341	COMMUNICATIONS & FREIGHT	417.33	8,500	6,369.62				
		001-01-51343	UTILITY SERVICES	671.69	16,000	13,714.09				
		001-01-51352	OPERATING SUPPLIES	958.03	40,000	33,098.54				
		001-01-51513	LAND USE & ZONING BOARD	1,500.00	18,000	13,500.00				
		001-01-52231	FIRE MARSHALL CONTRACT	330.00	5,000	4,055.00				
		001-01-52431	BUILDING INSPECTOR	1,550.00	12,000	8,450.00				
		001-01-52931	CODE ENFORCEMENT	1,100.00	13,200	9,900.00				
		001-03-54143	UTILITY SERVICES	1,825.48	44,000	36,221.83				
		001-03-54153	ROAD MATERIALS & SUPPLIE	1,318.50	20,000	1,968.50-	Y			
		001-04-57241	COMMUNICATIONS & FREIGHT	154.67	2,148	1,508.61				
		001-04-57243	UTILITY SERVICES	2,191.14	27,000	21,538.48				
		001-04-57252	OPERATING SUPPLIES	270.00	35,000	25,111.37				
		401-00-202001	AP POOLED	2,985.06-*						
		401-06-53631	PROFESSIONAL SERVICES	1,848.00	25,000	19,277.00				
		401-06-53641	COMMUNICATIONS & FREIGHT	15.18	14,000	13,262.86				
		401-06-53642	WATER PLANT ELECTRICITY	624.72	20,000	15,744.24				
		401-06-53643	SEWER PLANT ELECTRICITY	378.25	61,500	50,449.43				
		401-06-53652	OPERATING SUPPLIES	118.91	150,000	110,518.86				
		999-00-131000	DUE FROM OTHER FUNDS	16,283.57 *						
			** 2018-2019 YEAR TOTALS	16,283.57						

12/28/2018 5:02 PM
PACKET: 02728 AP 01/03/2019 DC
VENDOR SET: 01 Town of Hilliard, FL
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register

PAGE: 9

** POSTING PERIOD RECAP **

FUND	PERIOD	AMOUNT
001	1/2019	13,298.51
401	1/2019	2,985.06

NO ERRORS

NO WARNINGS

** END OF REPORT **

TOTAL ERRORS: 0 TOTAL WARNINGS: 0

HILLIARD TOWN COUNCIL MINUTES

Hilliard Town Hall / Council Chambers
Post Office Box 249

15859 West County Road 108
Hilliard, FL 32046

<u>MAYOR</u> Cris W. McConnell	<u>COUNCIL PRESIDENT</u> John Beasley	<u>COUNCIL PRO-TEM</u> Kenny Sims	<u>TOWN COUNCIL</u> Jack Bailey Lee Pickett Jared Wollitz
<u>TOWN ATTORNEY</u> Christian Waugh	<u>PARKS & RECREATION DIRECTOR</u> Kyle Malucci	<u>TOWN CLERK</u> Lisa Purvis	<u>PUBLIC WORKS DIRECTOR</u> Richie Rowe

AGENDA

ITEM-1

Regular Meeting Agenda

- Thursday, December 20, 2018 @ 7 PM
- Roll Call

Mayor Cris W. McConnell	Present
Council President John Beasley	Present
Council Pro Tem Kenny Sims	Present
Councilman Jack Bailey	Present
Councilman Lee Pickett	Present
Councilman Jared Wollitz	Present

- Prayer & Pledge of Allegiance

PUBLIC HEARING

ITEM-2

Ordinance No. 2018-11 Amending Chapter 6 Alcoholic Beverage

AN ORDINANCE AMENDING CERTAIN SECTIONS OF CHAPTER SIX OF THE HILLIARD TOWN CODE TO ALLOW PRIVATE CLUBS AND RESTAURANTS TO SELL LIQUOR FOR ON-PREMISES CONSUMPTION WITHIN THE TOWN LIMITS; PROVIDING OR AMENDING DEFINITIONS FOR LICENSE, STANDARD LICENSE, LIQUOR LICENSE, AND VENDOR; AMENDING LICENSE FEES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor McConnell, reads Ordinance No. 2018-11, by title.

Following no public comments.

Motion to close the public hearing on Ordinance No. 2018-11 Amending Chapter 6 Alcoholic Beverage.

Motion	Result	M	2 nd	LB	LP	JW	KS	JB
Approve	Approved	KS	LB	Y	Y	Y	Y	Y

ITEM-3

Additions/Deletions to Agenda

Town Clerk, Lisa Purvis would like to add Item-14A, Planning & Zoning Board – Recommendation & Reappointment for 3 Year Terms and Item-14B, Planning & Zoning Board – Legal Counsel Presiding Over Planning & Zoning Board Meetings.
Motion to add Item-14A, Planning & Zoning Board – Recommendation & Reappointment for 3 Year Terms and Item-14B, Planning & Zoning Board – Legal Counsel Presiding Over Planning & Zoning Board Meetings as emergency items.

Motion	Result	M	2 nd	LB	LP	JW	KS	JB
Approve	Approved	JB	JW	Y	Y	Y	Y	Y

PAYABLES

ITEM-4 December 2018 \$76,916.47

Motion	Result	M	2 nd	LB	LP	JW	KS	JB
Approve	Approved	LP	KS	Y	Y	Y	Y	Y

MINUTES

ITEM-5 12-06-2018 Regular Meeting
2018 Workshops:
06/18/2018, 06/25/2018, 07/09/2018, 07/14/2018, 07/24/2018, 07/30/2018,
07/31/2018, 08/06/2018, 08/20/2018, 08/21/2018, 08/27/2018, 08/28/2018,
09/17/2018, 09/24/2018, 11/13/2018, 12/14/2018

Motion	Result	M	2 nd	LB	LP	JW	KS	JB
Approve	Approved	JB	LP	Y	Y	Y	Y	Y

TOWN COUNCIL

ITEM-6 Ordinance No. 2018-11 – Amending Chapter 6 Alcoholic Beverage
Second and Final Reading
AN ORDINANCE AMENDING CERTAIN SECTIONS OF CHAPTER SIX OF THE HILLIARD TOWN CODE TO ALLOW PRIVATE CLUBS AND RESTAURANTS TO SELL LIQUOR FOR ON-PREMISES CONSUMPTION WITHIN THE TOWN LIMITS; PROVIDING OR AMENDING DEFINITIONS FOR LICENSE, STANDARD LICENSE, LIQUOR LICENSE, AND VENDOR; AMENDING LICENSE FEES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor McConnell, reads Ordinance No. 2018-11, by title.
Motion to adopt Ordinance No. 2018-11 – Amending Chapter 6 Alcoholic Beverage on second and final reading.

Motion	Result	M	2 nd	LB	LP	JW	KS	JB
Approve	Approved	LB	LP	Y	Y	Y	N	N

ITEM-7 Resolution No. 2018-19 – Water and Sewer Rates
A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION AMENDING RESOLUTION NO. 2014-06, AMENDING WATER AND SEWER USAGE RATES; FOR THE TOWN OF HILLIARD; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor McConnell, reads Resolution No. 2018-19, by title.
Motion to adopt Resolution No. 2018-19 – Increasing the Water and Sewer Rates.

Motion	Result	M	2 nd	LB	LP	JW	KS	JB
Approve	Approved	KS	LB	Y	Y	Y	Y	N

ITEM-8 Resolution No. 2018-20 – Culvert Fees
A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA, A MUNICIPAL CORPORATION AMENDING RESOLUTION NO. 2018-11, CHANGING THE SCHEDULE OF FEES FOR STREETS, SIDEWALKS AND OTHER PUBLIC PLACES; AND PROVIDING FOR AN EFFECTIVE DATE.

Mayor McConnell, reads Resolution No. 2018-20, by title.

Motion to adopt Resolution No. 2018-20 – Increasing Culvert Fees.

Motion	Result	M	2 nd	LB	LP	JW	KS	JB
Approve	Approved	KS	JW	Y	Y	Y	Y	Y

ITEM-9

Resolution No. 2018-21 – Parks & Recreation Programs & Fees

A RESOLUTION BY THE HILLIARD TOWN COUNCIL OF THE TOWN OF HILLIARD, FLORIDA; AMENDING RESOLUTION NO. 2018-10; SETTING FORTH THE RULES & REGULATIONS; PROGRAMS & FEES; AND FACILITIES & PROPERTIES FOR THE TOWN OF HILLIARD PARKS & RECREATION DEPARTMENT; PROVIDING AN EFFECTIVE DATE.

Mayor McConnell, reads Resolution No. 2018-21, by title.

Councilman Wollitz questions if the fees are still competitive.

Parks & Recreation Director, Kyle Malucci advises that he will check into our rates being competitive and advises that the proposed changes include bringing back the All Inclusive rate that will include fitness classes and the pool during the summer.

Mayor McConnell questions the \$5 membership card and the \$10 all day care for the after school program.

Director, Kyle Malucci advises that the members pay \$5 for the key fobs whenever they need one and due to paying for the key fob they don't return the fob when they terminate their membership instead the office deactivates the fob. Mr. Malucci advises that the \$10 is addition to the weekly rate and is only offered if all registered children will be in attendance.

Motion to adopt Resolution No. 2018-21 – Parks & Recreation Programs & Fees.

Motion	Result	M	2 nd	LB	LP	JW	KS	JB
Approve	Approved	JB	KS	Y	Y	Y	Y	Y

ITEM-10

Agenda Item Request – HMSHS Softball Program – Jennifer Gregory

Motion to table this item until Ms. Jennifer Gregory can be present and requests that this item be placed back on the agenda.

Motion	Result	M	2 nd	LB	LP	JW	KS	JB
Approve	Approved	JB	JW	Y	Y	Y	Y	Y

ITEM-11

Agenda Item Request – Walker Street-Lee Street through Lot Set Backs – Randle Reeves

Mr. Randle Reeves of 37109 Walker Street, Hilliard, FL talks to the Council about options to get his property a back yard instead of having 2 front yards.

Town Attorney, Christian Waugh advises that the code is being followed correctly. Mr. Waugh advises Mr. Reeves that it might be worth consulting an attorney to go over the code and what it means for his property and how to get what he wants.

ITEM-12

Agenda Item Request – HPR Soccer Fields Use

Jeremy Neidhart 4508 Tackle Ln, Callahan, FL is present to request utilization of the Parks and Recreation soccer fields to start a soccer club.

Council President Beasley asks Parks and Recreation Director, Kyle Malucci how the soccer club will work with the Parks and Recreation soccer league. Mr. Malucci advises the fields can be used at different times and times can be worked out.

Councilman Sims questions about the soccer club having their own insurance. Mr. Neidhart advises the club will be insured.

Councilman Bailey asks if the Town of Hilliard will be named as an additional insured on the soccer club's insurance certificate. Mr. Neidhart advises that the Town will be listed. Councilman Pickett asks Mr. Malucci his thoughts on the program. Mr. Malucci advises that he would like to have a workshop to work out the details.

Motion to have Mr. Malucci get dates from Mr. Neidhart to set a workshop and place the setting of a workshop on the January 3, 2019 regular meeting agenda.

Motion	Result	M	2 nd	LB	LP	JW	KS	JB
Approve	Approved	JB	KS	Y	Y	Y	Y	Y

ITEM-13 Capital Purchase 2 Utility Terrain Vehicle – Public Works Department

Motion to approve purchasing 2 John Deere HPx615E (MY18) on IAW 2018-2019 Florida Sheriff's Contract for total purchase price of \$20,000.00.

Motion	Result	M	2 nd	LB	LP	JW	KS	JB
Approve	Approved	LB	LP	Y	Y	Y	Y	Y

ITEM-14 Capital Purchase Advanced Metering Infrastructure – Water & Sewer Billing

Town Clerk, Lisa Purvis explains that she would still like this system to be considered even without grant funding.

Public Works Director, Richie Rowe advises that he rode with guys for 2 days reading meters and there are still meters that need to be read manually.

Town Clerk, Lisa Purvis will ask Tim Norman to look at the numbers and verify the cost for the AMI system. Ms. Purvis will also talk to Utility Services about setting a workshop for them to come and discuss their numbers.

ITEM-14A Planning & Zoning Board – Recommendation & Reappointment for 3 Year Terms

Motion to reappoint Mr. Skip Frey & Mr. Charles Reed for an additional 3 year term each beginning January 2019 – December 2021, on the Planning & Zoning Board.

Motion	Result	M	2 nd	LB	LP	JW	KS	JB
Approve	Approved	JW	LB	Y	Y	Y	Y	Y

ITEM-14B Planning & Zoning Board – Legal Counsel Presiding Over Planning & Zoning Board Meetings

Motion to allow Town Attorney, Christian Waugh to represent the Planning and Zoning Board at their monthly meetings beginning January 8, 2019.

Motion	Result	M	2 nd	LB	LP	JW	KS	JB
Approve	Approved	JB	JW	Y	Y	Y	Y	Y

PARKS & RECREATION DIRECTOR

ITEM-15 Fitness Equipment Purchase Request – Upcoming Auction

Mayor McConnell asks Parks and Recreation Director, Kyle Malucci, if the 2 items listed are the only items that are needed. Mr. Malucci advises that these are the 2 most wanted items and the others items are in good condition.

Motion to allow Council President Beasley on the Town of Hilliard's behalf to purchase fitness center equipment not to exceed \$2,000 that Parks and Recreation Director Kyle Malucci is requesting.

Council President Beasley abstains from voting due to the fact that a family member is the auctioneer and will file the necessary Form 8B.

Motion	Result	M	2 nd	LB	LP	JW	KS	JB
Approve	Approved	LB	JW	Y	Y	Y	Y	

PUBLIC COMMENTS:

Glenn Higginbotham, 3754 Wade Drive, Hilliard, FL thank you to Mayor McConnell and Councilman Bailey for your service.

Bobby Franklin, PO Box, Hilliard, FL thank you Mayor McConnell and Councilman Bailey for your service. Mr. Franklin asks for clarification on Ordinance No. 2018-11. Mayor McConnell advises that the Ordinance passed and anyone wanting to add liquor to their license will need to apply with the Town of Hilliard and a public hearing will have to be held.

LeeAnn Wollitz, 37024 S. Oak Street, Hilliard, FL advises she is a member of the fitness center and there is equipment that does not work. If you can buy newer equipment then buy newer and replace current equipment that is over 15 years old. Thank you for your time and service.

MAYOR'S CLOSING COMMENTS:

Mayor McConnell, thank you Mr. Glenn Higginbotham. It has been a good ride, not always a smooth ride. I have enjoyed my almost 22 years of service. Mr. Vanzant, not all has been fixed but most has been. I was born into public service and it was an honor to serve.

January Meetings:

Thursday, 01-03-2019 @ 7PM Regular Meeting (Oath & Organization)

Thursday, 01-17-2019 @ 7PM Regular Meeting

2018 Town Events

12-21-2018 Staff Christmas Party

COUNCIL MEMBER COMMENTS:

Councilman Sims

- Thank you Mayor McConnell and Councilman Bailey, it was a pleasure working with both of you.

Councilman Pickett

- Thank you Mayor McConnell and Councilman Bailey, it was a pleasure working with both of you.

Councilman Wollitz

- Thank you Mayor McConnell and Councilman Bailey, it was a pleasure working with both of you.

Councilman Bailey

- Thank you for the confidence in me and appointing me to the council. It has been an honor and privilege to serve with the Council and serve the Town.

Council President Beasley

- Thank you Mayor McConnell and Councilman Bailey, it was a pleasure working with both of you.

ADMINISTRATIVE COMMENT

Town Clerk, Lisa Purvis

- Thank you for not dismissing the AMI system and allowing us to further review in a workshop.
- Thank you Mayor McConnell and Councilman Bailey, it was a pleasure working with both of you and I am going to miss you both.

Public Works Director, Richie Rowe

- No comment

Parks & Recreation Director, Kyle Malucci

- Best Wishes to Mayor McConnell and Councilman Bailey
- Merry Christmas

LEGAL

Town Attorney, Christian Waugh

- Merry Christmas

ADJOURNMENT

There being no additional business, the meeting adjourns at 8:55 p.m.

Approved this _____ day of _____, _____, by the
Hilliard Town Council, Hilliard, Florida.

John P. Beasley
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

Cris W. McConnell
Mayor

Section 11 All officers of the Town of Hilliard, before entering upon the duties of their respective office, shall take oath of office before the Town Clerk in the following form:

So if you will each repeat after me.....

- 1. I _____ (each members name taking the oath)**
- 2. do solemnly swear**
- 3. that I will support the Constitution and Government**
- 4. of the United States of America,**
- 5. and of the State of Florida,**
- 6. against all enemies**
- 7. domestic or foreign,**
- 8. and that I will bear faith**
- 9. and allegiance to the same,**
- 10. that I will support the Charter**
- 11. and ordinances of the Town of Hilliard,**
- 12. in Nassau County, Florida,**
- 13. and that I am entitled to hold office**
- 14. under the Constitution**
- 15. and Laws of the State of Florida,**
- 16. and under the Charter of Hilliard,**
- 17. in Nassau County, Florida,**
- 18. and that I will perform the duties of**
- 19. Town Council Member**
- 20. in and for said Town,**
- 21. upon which I am now about to enter;**
- 22. so help me God.**

ITEM-6 Organization of Office

- Council President
- Council Pro Tem

Currently:

Council President John Beasley
Council Pro Tem Kenny Sims

ITEM-7 Organization of Departments

- Street Department Commissioner
- Recreation Department Commissioner
- Fire Department Commissioner
- Airpark Department Commissioner
- Water & Sewer Department Commissioner

Currently:

Council President John Beasley, Recreation Department Commissioner
Council Pro Tem Kenny Sims, Water & Sewer Department Commissioner
Council Member Jack Bailey, Airpark Department Commissioner
Council Member Jared Wollitz, Fire Department Commissioner
Council Member Lee Pickett, Streets Department Commissioner

RESOLUTION NO. 2019-01

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.

WHEREAS, the Town of Hilliard desires to adopt recognized holiday dates annually at the first regular meeting of the Town Council held in January.

NOW THEREFORE BE IT RESOLVED, by the Hilliard Town Council that:

SECTION 1.

The Town of Hilliard Town Hall Office will be closed in observance of the following Holiday's and Holiday time off will be granted to all regular full time employees on the dates listed below:

- | | |
|----------------------------------|------------------------------|
| 1. Martin Luther King, Jr. Day | Monday, January 21, 2019 |
| 2. Memorial Day | Monday, May 27, 2019 |
| 3. Independence Day | Thursday, July 4, 2019 |
| 4. Labor Day | Monday, September 2, 2019 |
| 5. Veterans Day | Monday, November 11, 2019 |
| 6. Thanksgiving Day | Thursday, November 28, 2019 |
| 7. Friday after Thanksgiving Day | Friday, November 29, 2019 |
| 8. Christmas Eve | Tuesday, December 24, 2019 |
| 9. Christmas Day | Wednesday, December 25, 2019 |
| 10. New Year's Eve | Tuesday, December 31, 2019 |
| 11. New Year's Day | Wednesday, January 1, 2020 |

SECTION 2.

This resolution shall become effective upon adoption.

Adopted this _____ day of _____, _____ by the Hilliard Town Council, Hilliard, Florida.

John P. Beasley
Council President

ATTEST:

Lisa Purvis
Town Clerk

APPROVED:

Floyd Vanzant
Mayor

TOWN CLERK

ITEM-9 Set Workshop – Advanced Metering Infrastructure

PARKS & RECREATION DIRECTOR

ITEM-10 Set Workshop – HPR Soccer Fields Use

MAYOR'S CLOSING COMMENTS

January Meetings:

Thursday, 01-03-2019 @ 7PM Regular Meeting (Oath & Organization)
Thursday, 01-17-2019 @ 7PM Public Hearing & Regular Meeting (Liquor License American Legion)

February Meetings:

Thursday, 02-07-2019 @ 7PM Regular Meeting
Thursday, 02-21-2019 @ 7PM Regular Meeting

2019 Holidays Closed

- | | |
|----------------------------------|------------------------------|
| 1. Martin Luther King, Jr. Day | Monday, January 21, 2019 |
| 2. Memorial Day | Monday, May 27, 2019 |
| 3. Independence Day | Thursday, July 4, 2019 |
| 4. Labor Day | Monday, September 2, 2019 |
| 5. Veterans Day | Monday, November 11, 2019 |
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| 9. Christmas Day | Wednesday, December 25, 2019 |
| 10. New Year's Eve | Tuesday, December 31, 2019 |
| 11. New Year's Day | Wednesday, January 1, 2020 |

2019 Town Events

04-13-2019 Hilliard Annual Town Clean Up, Shred It & Blood Drive
04-__-2019 2018 Hilliard Volunteer of the Year
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