

**Regular Council Meeting Minutes**  
**April 21, 2025**  
**6:00 PM Central Standard Time**

**Present:** Nathan Boyles, Donna Bullock, Steve Cozart, Cade Diamond, Chad Diamond, Colby Diamond, Corissa Diamond, Brent Freeman, Randy Gabbard, Nina Hendricks, Michael Hutto, Chris Kretzer, Kari Shell-Kretzer, Keelin Lewis, Gretchen McPherson, Shon Owens, Robin Phillips, Eric Seib, April Watson

**Meeting Call to Order:** Eric Seib

**Prayer:** Mike Hutto

**Pledge:** Brent Freeman

**Councilmember Appointment:** Mr. Seib stated that he had received two recommendations for Cade Diamond for the vacant council seat and one recommendation for Brynn Polk. Councilman Freeman made a motion to accept Cade Diamond as the new councilmember to fill the vacated seat of former Councilman Josh Holloway until end of term in October 2026. Seconded by Councilwoman Hendricks. 3 years, 0 nays. Motion approved. Ms. Bullock swore Mr. Diamond into the position. Councilman Diamond joined the council.

**Mayor Swearing In:** Ms. Bullock swore in Shon Owens as mayor as approved at the regular meeting on April 7, 2025. Mayor Owens joined the council.

**Candidate for State Representative Nathan Boyles:** Mr. Boyles spoke to the council as candidate for state representative. He wanted to introduce himself and wanted to congratulate Mayor Owens on his reappointment. He also wanted to let the town know that he was available anytime needed and to please call him with any questions or concerns.

**Approve Minutes:** Councilwoman Hendricks made a motion to accept the previous special meeting minutes as write. Seconded by Mayor Owens. 5 years, 0 nays. Motion carried. Councilwoman Hendricks made a motion to accept the regular meeting minutes as written. Seconded by Councilman Hutto. 5 years, 0 nays. Motion carried.

**1. Town of Jay Report:**

**Operations Report:** Mr. Seib presented the operations report (attached). Discussion followed. He stated that the park is underway with dirt work. The first update meeting will be April 25, 2025. The Booker Street Sidewalk Project RFQ's for grant administrator and engineering have been advertised. Packages are due May 2<sup>nd</sup> for administrator and May 9<sup>th</sup> for engineering. Application for the COVID CDBG grant is due May 16, 2025. The second public hearing was held prior to this meeting. Jay Clean Up Week is going on this week.

**2. Old Business:**

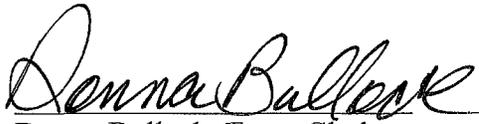
**Engineer Services Contract Process:** Mr. Seib stated that the contract with Dewberry expires in July. RFQ's have been advertised and are due to the Town by May 23, 2025.

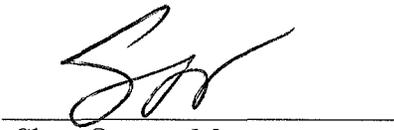
**3. New Business:**

**Highway 4 Sewer Line Camera Operation:** Mr. Seib stated that FDOT requested a camera for the west side of the Highway 4 sewer line. No problems for the Town of Jay sewer line have been found for the depressions on Highway 4. Mr. Seib will continue working with FDOT on this.

4. **Visitor Comments:** None. Mayor Owens stated that he would like the town to revisit expanding the city limits in the future as well as to work on the beautification of the Town by placing plants in some of the needed areas as well as on commerce street. He also asked if we would be hiring summer interns and Mr. Seib stated that he would see if there was room in the budget for this summer. Councilman Freeman asked about fireworks for July 4<sup>th</sup> and Mr. Seib stated that we have a contract for the show for July 4, 2025, at 9:00 pm.

Mayor Owens made a motion to adjourn. Seconded by Councilman Hutto. 5 yeas, 0 nays. Motion carried

  
Donna Bullock, Town Clerk

  
Shon Owens, Mayor

## Town of Jay Project Tracker

PROJECT	DESCRIPTION	FOLLOW UP
Park Master Plan	Create a Master Plan for the Bray-Hendricks Park for long term planning.	Dirt work underway. First monthly update meeting on 4/25.
COVID CDBG Grant	Senior Center Renovation.	Closing out the Grant.
Booker Street Sidewalk	Create a sidewalk from Park East Entrance to Spring Street	Grant Administrator and Engineer RFQ's advertised. Packages due May 2 and May 9.
2025 CDBG Grant Park Phase 2		2nd Public Hearing on May 2. Application due May 16.
Highway 89 and Highway 4 Intersection	Create a safer intersection.	Reduce Accidents
Jay Clean Up	Clean up select residences within the Town Limits to assist in the overall look of Jay.	Improved Neighborhoods SRC Tire Amnesty Day on April 26. Jay Clean Up Week April 21-25.
Highway 4 Road Depression	Safe Road	Reduce Accidents FDOT requesting camera west of last videos.
Sewer Line Replacement	Replace Sewer Lines on Highway 4 and Highway 89.	Increased Capacity FDOT repaving December 2027.
State Street	Create a more useable road for local agriculture suppliers and farmers.	Passable Road Deed recorded. Engineer provided an estimate for plans and project.
Wastewater Treatment Plant Optimization Study	Best future plans for WWTP	WWTP Efficiency Engineer estimates cost for the study to be \$160,000.