

Regular Council Meeting Minutes
April 7, 2025
6:00 PM Central Standard Time

Present: Donna Bullock, Steve Cozart, Cade Diamond, Brent Freeman, Jane Hayes, Randy Gabbard, Brenda Godwin, Nina Hendricks, Michael Hutto, Robin Phillips, Brynn Polk, Jacob Polk, Eric Seib, Ansley Steele, April Watson, Crystal Weatherington

Meeting Call to Order: Eric Seib

Prayer: Mike Hutto

Pledge: Brent Freeman

Approve Minutes: Councilwoman Hendricks made a motion to accept the previous regular meeting minutes as written. Seconded by Councilman Freeman. 3 yeas, 0 nays. Motion carried.

Audit Review: Josh Durst presented the council with the audit review. Discussion followed. Councilwoman Hendricks made a motion to accept the audit as presented. Seconded by Councilman Hutto. 3 yeas. 0 nays. Motion carried.

1. Town of Jay Report:

Operations Report: Mr. Seib presented the operations report. Discussion followed. He stated that Triptek was planning on renting two of the offices in the community center throughout the park renovation. He stated that the company would replace or pay for any damage that might incur throughout the renovation. Councilwoman Hendricks requested this stipulation in the contract for the rental.

Architect Park Project Redesign Fees: Mr. Seib presented the council with a fee proposal from STOA architects for the redesign of the Bray Hendricks Park project (attached). The cost of the redesign will be \$48,950. Discussion followed. Councilwoman Hendricks made a motion to approve the cost to STOA for the redesign. Seconded by Councilman Hutto. 3 yeas, 0 nays. Motion carried.

New CDBG Engineering Plans and Specs Package: Mr. Seib stated that the engineering plans for the second phase for Bray Hendricks Park for the CDBG application would be approximately \$15,000. Councilwoman Hendricks made a motion to approve the cost for the plans of \$15,000. Seconded by Councilman Freeman. 3 yeas, 0 nays. Motion carried.

2. Old Business:

Mayor Appointment Process: Mr. Cozart discussed the process with council members. He stated that any vacancy for mayor or a council member was to be filled by appointment and vote of the council. Said appointment would be for the remaining term of the vacant position. Councilwoman Hendricks made a motion to appoint Shon Owens as mayor. Seconded by Councilman Freeman. 3 yeas, 0 nays. Motion carried.

Councilmember Appointment Process: Brynn Polk and Cade Diamond presented to the council as interested parties for the vacated council seat. Council members asked questions to both regarding why they were interested in being on council. Discussion followed. Each council member will individually vote. Mr. Seib will contact the person chosen and this person will be sworn in at the next council meeting on April 21, 2025.

3. New Business:

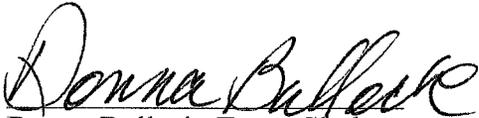
Engineer Services Contract Process: Mr. Seib presented the council with the RFQ process for selecting an engineer for the town (attached). The current contract with Dewberry expires in July. Discussion followed.

Sno Better Sno Cones / All Pro Motor Sports Garbage Waiver: Mr. Seib stated that the owners of Sno Better Sno Cones were requesting a negotiated rate for a business license as well as a garbage waiver so that they could open the business one day weekly. Ms. Watson stated that the owner of All Pro Motor Sports was also requesting a garbage waiver. Discussion followed. Councilwoman Hendricks made a motion to charge half the cost of a business license to Sno Better Sno Cones due to the request being in April and renewals will be in October 2025, but to deny the request of a garbage waiver to both businesses. Seconded by Councilman Freeman. 3 yeas, 0 nays. Motion carried.

Employee Gas Qualification Raise: Mr. Seib stated that Daniel Smith had completed his gas qualification and therefore qualified for a \$1.00 per hour raise as previously approved by the council.

- 4. Visitor Comments:** Jane Hayes requested that we consider once weekly garbage pickup when negotiating a new garbage contract for next year. Brenda Godwin spoke to the council about people cleaning up their yards and removing garbage and derelict vehicles. Discussion followed regarding a possible Day of Caring or volunteer clean up days. Mr. Seib stated that he would send letters out to properties in need of attention.

Councilman Hutto made a motion to adjourn. Seconded by Councilman Freeman. 3 yeas, 0 nays. Motion carried


Donna Bullock, Town Clerk


Shon Owens, Mayor