**Regular Council Meeting**

**August 2, 2021**

**6:00 P.M.**

**Present:** Donna Bullock, Jane Hayes, Nina Hendricks, Josh Holloway, Mike Lewis, Sam Lewis, Gretchen McPherson, Shon Owens, Nicole Pritchett, April Watson, Crystal Weatherington, Heather Willis

**Meeting Call to Order:** Donna Bullock **Prayer:** Josh Holloway **Pledge:** Nina Hendricks

**Approval of Meeting Minutes:** Mayor Owens made motion to accept the minutes as written. Seconded by Councilwoman Hendricks. 4 Yeas. 0 Nays. Motion carried.

**Operations Report:** Ms. Bullock presented the Operations report (attached). Discussion followed.

**Engineering Report:** Ms. Weatherington presented the Engineering report. She stated that the USDA RUS Grant project is moving along and is complete from Beck Avenue through Hwy. 89 down Escambia. She is working on the preliminary design for Bray-Hendricks Park and is expecting a completion next week. Mr. Weatherington will continue working with Mr. Seib, Operations Manager, on the State of Florida funding assistance with the park plan.

**Old Business:**

**2021 – 2022 Budget Process / Property Tax Comparison:** Ms. Bullock informed the council that to meet the average tax of $165,067, the town will need to raise the ad valorem to 3.8 versus 3.6 as previously approved at the last council meeting. The 3.6 rate that Mr. Seib mentioned at the last meeting was based on last year’s taxable base and not the current year.Councilwoman Hayes made a motion to increase the Town’s millage rate to 3.8. Seconded by Mayor Owens. 4 yeas, 0 nays. Motion carried.

**American Legion Proposed Property Lease:** The American Legion does not want to include the building in the lease with the Town. Mayor Owens made a motion to move forward with the survey at the American Legion. Seconded by Councilman Holloway. 4 yeas, 0 nays. Motion carried.

**JJLF Donation Request**: Nicole Pritchett and Heather Willis were present and informed the council that they currently have 112 players and cheerleaders signed up for the fall football program. Of those, 34 had not yet paid the $60 registration fee. Discussion followed. Mayor Owens made a motion to donate $1,000 to the JJLF. Seconded by Councilwoman Hayes. 4 yeas, 0 nays. Motion carried.

**New Business:**

**Lewis Funeral Home Request:** Mike and Sam Lewis of Lewis Funeral Home came before the council. They have purchased the property belonging to Bryan Griffin at the corner of Magnolia Street and Highway 4. The Lewis’ would like to demolish the house and put in a parking lot for their funeral home at the former Cornerstone church building on Highway 4. Discussion followed. Ms. Bullock will send the forms to the Lewis’ to start this project.

**Itinerant Ordinance Review:** Ordinance No. 20-09-01 (attached) regarding itinerant vendors within the town limits. Discussion followed. Councilwoman Hayes suggested that each member review the ordinance and bring any changes or suggestions to the next meeting.

**CDBG Engineering Selection Committee**: Ms. Bullock stated that we need one council member to review the two proposals. Councilman Holloway volunteered and will meet with Mr. Seib and Ms. Bullock to provide a recommendation for the next council meeting.

**Town Manager Employment Letter and Job Description**: Mayor Owens made a motion to increase Operation Manager Eric Seib’s, salary to $75,000 per year effective Aug. 2, 2021. Seconded by Councilwoman Hayes. 4 yeas, 0 nays. Motion carried. Councilwoman Hayes asked to table the letter and final job description to a later date.

**Tree at Post Office:** Ms. Bullock informed the council that there is a tree that is falling behind the Jay Post Office that needs to be addressed. Mayor Owens stated that he would check in to it.

**Visitors Comments:** None.

Motion by Mayor Owens to adjourn. Seconded by Councilman Holloway. 4 Yeas. 0 Nays. Motion carried.

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Donna Bullock, Town Clerk Shon Owens, Mayor