

Regular Council Meeting Minutes
December 2, 2025
6:00 PM Central Standard Time

Present: Donna Bullock, Steve Cozart, Cade Diamond, Hannah Diamond, Brent Freeman, Nina Hendricks, Eric Seib, April Watson, Crystal Weatherington, Gretchen Mcpherson, Mike Hutto

Meeting Call to Order: Eric Seib **Prayer:** Mike Hutto **Pledge:** Nina Hendricks

Approve Minutes: Councilman Hutto made a motion to accept the Regular Meeting Minutes from November 17, 2025, as written. Seconded by Councilwoman Hendricks. 4 yeas, 0 nays. Motion carried.

1. Town of Jay Report:

Operations Report: Mr. Seib presented the operations report (attached). Discussion followed. He updated the council on the progress of Bray Hendricks Park. It is 60% complete.

Old Business:

Grant Tracking Policies: Mr. Seib presented the council with two grant tracking policies. Discussion followed. Councilwoman Hendricks made a motion to accept the Financial Management policy. Councilman Diamond seconded. 4 yeas, 0 nays. Councilman Diamond made a motion to accept the Procurement Policy.

Gas Tap Fees: Mr. Seib stated that there are no new updates as of this time. Discussion followed.

Change Order #3 Update: Mr. Seib presented the council with Change Order #3 updates. Discussion followed.

Natural Gas Inspection Results: Mr. Seib stated the gas inspection went well. Discussion followed.

2. New Business:

Audit Engagement Letter: Mr. Seib presented the council with the audit engagement letter. Discussion followed.

Voluntary Annexation: Mr. Cozart presented the council with the annexation letter. Discussion followed. Councilwoman Hendricks made a motion to move forward with the annexation. Councilmen Hutto seconded. 4 yeas, 0 nays.

Backhoe Replacement: Mr. Seib stated that he is preparing options for the next meeting. Discussion followed.

Personnel Update: Mr. Seib discussed employee Christmas bonuses with the council. Discussion followed.

3. **Council Comments:** None

4. **Visitor Comments:** None

Councilman Freeman made a motion to adjourn. Seconded by Councilwoman Hendricks.
4 yeas, 0 nays. Motion carried



Donna Bullock, Town Clerk



Shon Owens, Mayor