**Regular Council Meeting**

**July 19, 2021**

**6:00 P.M.**

**Present:** Steve Cozart, Jane Hayes, Tony Howard, Gretchen McPherson, Shon Owens, Nicole Pritchett, Eric Seib, April Watson, Crystal Weatherington, Heather Willis

**Meeting Call to Order:** Eric Seib

**Prayer:** Councilwoman Hendricks

**Pledge:** Mayor Owens

**Approval of Meeting Minutes:** Mayor Owens made motion to accept the minutes as written. Seconded by Councilwoman Hendricks. 3 Yeas. 0 Nays. Motion carried.

**Operations Report:** Mr. Seib presented the operations report (attached). Discussion followed.

**Engineering Report:** Ms. Weatherington presented the revised plans for the Bray-Hendricks Park with the requested changes (attached). Discussion followed regarding the order of the phases for the park as well as the grading plan. Ms. Weatherington stated that she would work on a grading plan as well as discuss the phases at the planning meeting later this week.

**Old Business:**

**Jay Recreation League Meeting:** Mr. Seib stated that a draft lease has been sent to each program regarding the use of the park. Attached is a tentative start and end date schedule for each program. Discussion followed.

**2021 – 2022 Budget Process / Property Tax Comparison:** Mr. Seib presented the council with a table showing taxes levied for towns similar to the size of the town of Jay in the state of Florida (attached). Currently, the average for these size towns is a millage rate of 3.6. The statewide average for all towns is 4.1 mils. Currently, the town of Jay’s millage rate is 2.5. Discussion followed. Councilwoman Hayes made a motion to increase the Town’s millage rate from 2.5 to 3.6. Seconded by Councilwoman Hendricks. 3 yeas, 0 nays. Motion carried.

**Part Time Student Employment**: Mr. Seib told the council that two students submitted applications for the part time student position. Discussion followed. Mayor Owens made a motion to hire Ashton Duerr for the position. Seconded by Councilwoman Hayes. 3 yeas, 0 nays. Motion carried.

**Pre-Paid Gas Agreement**: Mr. Seib told the council that no further action had been taken.

**Industrial Park Account Payable:** Mr. Seib has spoken with Santa Rosa County and with Mr. Cozart regarding this account. Mr. Cozart stated that we should move forward with the current agreement in place with Santa Rosa County.

**State Street Survey Quote:** (attached). Mr. Seib presented the council with the survey quote from Dewberry. Because each part of the survey is under $10,000, it is not necessary to complete the bidding process. Mayor Owens made a motion to move forward with the survey with Dewberry. Seconded by Councilwoman Hendricks. 3 yeas, 0 nays. Motion carried.

**American Legion Proposed Property Lease:** (attached). Mr. Seib presented the council with a lease agreement for the use of the land attached to the American Legion Building. The council would like to ask the American Legion if they would be interested in a lease with the Town of Jay to include the building on the property. Mr. Seib will discuss with members of the Legion and will present at a later meeting.

**New Business:**

**JJLF Donation Request**: Nicole Pritchett and Heather Willis presented the council with a proposed budget for the Jay Junior League Football Program (attached). Discussion followed. Councilwoman Hayes and Mayor Owens asked to table the donation request until a better understanding of the needs of the program were available. Ms. Pritchett and Ms. Willis would get back with the council later once more information about what the season needs might be.

**Town Hall Meeting Dates and Speakers:** Mr. Seib would like to secure a date with the principal of Jay High School and Jay Elementary School to attend a future Town Hall meeting. He will contact both administrators to secure a date.

**Purchase of Road Signs:** Mr. Seib presented the council with a quote from Red Bud Supply as well as a comparison cost from Tapco (attached). Discussion followed. Mayor Owens made a motion to purchase signs from Red Bud Supply at a cost of $6,605.44. Seconded by Councilwoman Hendricks. 3 yeas, 0 nays. Motion carried.

**Legislative Appropriation Resolution**: (attached). Councilwoman Hayes made a motion to approve Resolution 21-07-01 establishing a state funded grant agreement with the Florida Department of Environmental Protection for the Bray – Hendricks Park Master Plan Project. Seconded by Mayor Owens. 3 yeas, 0 nays. Motion carried.

**Stott Property Tree**: Stott’s Barbershop has requesting the Town to remove a tree from the back of the property. Discussion followed. Mr. Seib stated that he will do more research on the property lines and who is responsible for removing said tree.

**Visitors Comments:** None.

Motion by Mayor Owens to adjourn. Seconded by Councilwoman Hayes. 3 Yeas. 0 Nays. Motion carried.

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Donna Bullock, Town Clerk Shon Owens, Mayor