

Regular Council Meeting Minutes
June 16, 2025
6:00 PM Central Standard Time

Present: Cade Diamond, Brent Freeman, Nina Hendricks, Michael Hutto, Gretchen McPherson, Shon Owens, Eric Seib, April Watson, Denise McDonald, Keith Stanton, Crystal Weatherington

Meeting Call to Order: Eric Seib

Prayer: Mike Hutto

Pledge: Brent Freeman

Approve Minutes: Councilman Hutto made a motion to accept the regular meeting minutes from June 2, 2025, as written. Seconded by Councilwoman Hendricks. 5 yeas, 0 nays. Motion carried.

1. Town of Jay Report:

Operations Report: Mr. Seib presented the operations report (attached). Discussion followed. Mr. Seib stated that the elevator manufacturer requested a meeting with the Town, Triptek, and STOA regarding some questions about the elevator for the Disaster Relief Facility for Bray-Hendricks Park. Mr. Seib will work on setting this up. Denise McDonald spoke briefly regarding the FL Main Street Program and will get more information for the council.

2. Old Business:

Personnel Update: Mr. Seib stated that the Town had hired Hannah Diamond as a part-time billing clerk.

T-Mobile Hometown Grant Program: Mr. Seib stated that he was working on the grant application and will hopefully have it submitted by the end of the week.

Billing System Upgrade: Ms. Watson is continuing to research options for the Town and will present at the next meeting.

Engineer Continuing Services Selection: Council members rated the three companies that presented at the last meeting. The average scores were Dewberry 84.2, LJA 98.8, and Panhandle 94.4. The council discussed having two firms. Councilman Diamond made a motion to have LJA and Panhandle as the Town's engineering services. Seconded by Councilman Freeman. 5 yeas, 0 nays. Motion carried.

3. New Business:

Cornerstone Church Garbage System: Mr. Seib stated that Mr. Cozart, Town Attorney, had read over the contract for commercial services with Adams Sanitation. Discussion followed regarding whether they could have a regular can with Adams to follow the contract and then obtain a dumpster from another company. Mr. Seib will check with Mr. Cozart to see if this option is available.

United Bank Line of Credit: Mr. Seib shared an email from Alex Jones with United Bank regarding the line of credit for Bray-Hendricks Park. The offer is at 4.95% fixed rate with 15 months of interest only payments then converting to monthly principal and interest payments for a total of 16 years and 3 months. Mr. Seib will work on a resolution.

CDBG Sidewalk Grant / Administrator: Mayor Owens made a motion to accept the bid from LJA for the CDBG Sidewalk Grant Project. Seconded by Councilman Freeman. 5 yeas, 0 nays. Motion

carried. Mayor Owens made a motion to accept Robin Phillips as the CDBG grant administrator. Seconded by Councilwoman Hendricks. 5 yeas, 0 nays. Motion carried.

Fourth of July: Fireworks will be held on July 4, 2025, around 9:00 pm.

Dr. Smith Day Proclamation: Mr. Seib stated that Baptist Hospital will be recognizing Dr. David Smith on July 25th at the Community Center from 3 – 5 pm. The Town will proclaim this day as Dr. David Smith Day.

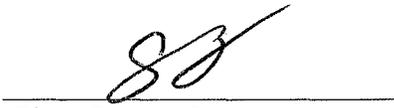
Wreaths Across America Donation: Walmart in Atmore would like to present a donation for Wreaths Across America at a ceremony. One of the council members will attend the ceremony.

Well #4 Grant Expiration: Mr. Seib stated that the grant for \$250,000 for Well #4 was close to expiring. Discussion followed regarding how the money could be utilized. Mr. Seib will look into this.

4. **Council Comments:** Mayor Owens stated that the renovation of Jay Hospital looked great, and he was excited about the changes.
5. **Visitor Comments:** None

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


Donna Bullock, Town Clerk


Shon Owens, Mayor