Town Council Meeting

January 7, 2019

6:00 P.M.

Present: Maxine Ivey, Shon Owens, Wayne Godwin, Nina Hendricks, Joshua Holloway, Eric Seib, Stephen Cozart, Gretchen MacPherson, Crystal Weatherington, Meagan Ivey, Lori Elder, Ms. Flowers

Meeting called to order: Maxine Ivey

Welcome visitors: Maxine Ivey

Invocation: Joshua Holloway

Pledge: Shon Owens

Motion made by Wayne Godwin to accept the minutes from the December 17, 2018 Regular Council Meeting. Seconded by Shon Owens. 5 yeas. 0 nays. Motion carried.

OPERATIONS Report: Eric Seib reviewed the changes in the project tracker. Eric will meet with our website designer tomorrow to upgrade our current site and insert links to pay utility bills online with an electronic check or credit card. Okaloosa Gas technicians proved the gas meter for the Jay Elementary and High School and we will use the data provided as part of our meeting with the school district officials on Wednesday. On Thursday, a SERCAP representative will visit with us to discuss funding in support of our USDA RD loan. The Christmas decorations on Commerce Street were removed today and the power pole decorations will be removed tomorrow. The workers completed the 2’ line to support Booker St and once the samples test clean, we can start swapping the houses over to a more efficient PVC line. Tomorrow we have a representative from CSI helping us establish a gas service. We have three water leaks awaiting repair. Once the repairs are complete, we have a list of eight locations that need asphalt repairs. The Jay High School will build eight picnic tables for the Town of Jay for the park if the town provides the lumber. The Mayor recused himself from the discussion. The proper documentation of the vote will be recorded. Councilwoman Hendricks made a motion to buy lumber for the Jay High School construction class to build eight picnic tables. Seconded by Councilman Holloway. Motion passed by a vote of 4-0.

FINANCIAL REPORT: Eric provided the December bank deposits and withdrawals. Additionally, a list of checks and vendors paid was provided. The Mayor asked to also have the Account Payables and Account Receivable numbers as well.

ENGINEER REPORT: The engineer stated that the electrical engineer completed a site visit to facilitate the electrical plans for the Well #1 pumphouse and Dewberry will complete a follow up this week for that engineer. Crystal is reviewing the CAD files of the Town of Jay waterline. She plans to provide them prior to the next Council meeting. Mayor Owens asked when the engineer would be able to incorporate the updated waterline location into the Diamond Maps application. It was agreed upon to have the waterlines updated electronically by the second meeting in January. The engineer is working on the Legislative Appropriation application for the replacement of cast iron waterline on east Highway 4 from the eastern end of the Highway 4 project to the Darney Road connection for $265,000. After discussion, the Mayor asked to find additional requirements to increase the cost up to $300,000. Also, the Mayor asked if the Town wants to pursue a test well. Additionally, he wanted to request for park funding with a Legislative Appropriation. Finally, the engineer will continue to work on the Triumph application with new HAAS economic data and the town can use the HAAS center to help highlight the economic shortfalls within the data.

Old Business: There was no update for the Jay High School Auditorium. The three-member Administrative Selection Committee graded out the two CDBG grant administrative oversight RFP’s. The West Florida Regional Planning Council scored an average of 95 points while Jones-Phillips and Associates averaged 98.67. The CDBG Administrative Selection committee recommended that the Mayor begin negotiations with Jones-Phillips & Associates, Inc. Councilman Godwin made a motion to accept Jones, Phillips and Associates for the administrative oversight and Dewberry Engineering for engineering oversight of the CDBG grant. Councilwoman Hendricks seconded the motion. The vote passed 5-0. Councilman Godwin then made a motion to authorize the Mayor to begin negotiations with Dewberry and Jones-Phillips & Associates. Councilwoman Hendricks seconded the motion. Vote passed 5-0.

NEW BUSINESS: Mrs. Lori Elder, owner of Opie’s Kool Stop located at 5252 Commerce Street addressed the council. She would like permission to hold a car show on March 23-24, 2019 and close Commerce Street south of Spring Street starting at 6:00am each day. She also would like to have multiple food vendors that will serve a compliment of items not in direct competition with the local restaurants. She would like to make sure she has the correct paperwork from the Town of Jay for the event. The Mayor made a motion to approve the closure of Commerce Street south of Spring Street and that she coordinates all requirements with the Operations Manager. Seconded by Councilman Godwin. Vote passed 5-0. Mrs. Elder would like the Town to allow her to set up a water tank to catch her post grease trap fluids that she will have a company clean out regularly and allow a local contractor to close off the current trap that is in disrepair. The Council agreed to allow that to happen. Finally, she wanted the town to place a handicap accessible sidewalk entrance in the area on her storefront when they cut the sidewalk and provide sewer line access to the building. Eric introduced the Town of Jay Economic Development Open House to be held on January 28th at the Linda Carden Community Center at three different times during the day. The council agreed to hold the event on that date. Eric to coordinate and advertise. It was asked for the Council Members to attend one of the three sessions.

PUBLIC COMMENTS:

Mayor Owens made a motion to adjourn meeting. Seconded by Nina Hendricks. 5 yeas. 0 nays. Meeting adjourned.

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Mayor Shon Owens Town Clerk Donna Bullock