Town Council Meeting

January 22, 2019

6:00 P.M.

Present: Maxine Ivey, Wayne Godwin, Nina Hendricks, Joshua Holloway, Eric Seib, Gretchen MacPherson, Linda Arahill, Donna Bullock

Meeting called to order: Maxine Ivey

Welcome visitors: Maxine Ivey

Invocation: Maxine Ivey

Pledge: Wayne Godwin

Motion made by Wayne Godwin to accept the minutes from the January 7, 2019 Regular Council Meeting. Seconded by Nina Hendricks. 3 yeas. 0 nays. Motion carried.

OPERATIONS Report: Eric Seib reviewed the Town of Jay brief that is provided to official visitors that meet with the Mayor. The new website is up and running with online access for electronic checks and credit cards. Mrs. Mary Gavin, a SERCAP representative visited the engineer and Operations Manager and introduced us to the USDA RUS loan. The loan is a 55%/45% match by the Town of Jay, but we can use the CDBG grant and possibly the FDOT cost as our part of the match which would provide us enough grant funding to cover phase 3 and 5 of the water distribution project. The workers connected six new water meters on Booker St to complete that project. We have two water leaks awaiting repair. Once the repairs are complete, we have a list of eight locations that need asphalt repairs.

FINANCIAL REPORT: Eric provided the December reconciliation as well as an Accounts Payable update.

ENGINEER REPORT: The engineer was not present but emailed three updates.

Four Legislative Appropriation applications have been prepared. Two for the watermain extension on highway 4 (house & senate) and two for the park (house & senate). Today Dewberry took final photographs for the electrical engineer to finish the electrical plan of Well 1. The engineer has reviewed a draft of the electronic water distribution map is complete. She will meet with Eric this week to review. Dewberry submitted their CDBG contract for DEO review.

Old Business: When Mr. Harrell from the Santa Rosa School District visited last week, he mentioned that there is no plan to demolish the Jay High School Auditorium. The Operations Manager passed out four fliers to each Council member to pass out to local business leaders that they know. He updated them on the multiple RSVP’s from county politicians. The goal is to get as many business leaders to the open house as possible.

NEW BUSINESS: Mr. Shai Jackson form the Berrydale VFD asked if the Town of Jay would donate an enclosed trailer that we received from Santa Rosa County in 2011. That trailer was donated and has not been used for official Town of Jay business in years. The Berrydale VFD wants to create a local Search and Rescue Team and the trailer will be used to hold their supplies. Councilman Godwin made a motion to donate the enclosed trailer to the Berrydale VFD for use by their Search and Rescue team. Councilman Holloway seconded the motion. The motion passed with a vote of 4-0. The Operations Manager mentioned that Raymond stated he plans to retire on February 28th. The Operations Manager asked for permission to hire a full-time maintenance worker. A motion was made by Councilwoman Hendricks to hire a full-time maintenance worker, seconded by Councilman Holloway. The motion passed with a vote of 4-0. The Operations Manager then asked to fill the vacant billing clerk with a part-time billing clerk. A motion to hire a part-time billing clerk was made by Councilwoman Hendricks and seconded by Councilman Godwin. The motion passed with a vote of 4-0. The Operations Manager stated that he would like to review a draft Landscaping RFP at this week’s workshop. The RFP would then be published in the local newspaper to create a contract before the spring grass growing season. Councilman Holloway wanted to make sure that local companies are aware of opportunity. Principal Knowlton requested that the Town Council hold the February 4, 2019 Council Meeting at Jay High School. The council members agreed to the location change and the staff will coordinate. Councilwoman Hendricks mentioned that Jay High School will be hosting STEAM night on February 26 from 6-8PM. Mayor Owens attended last year and it was a positive experience. Councilwoman Hendricks promoted the Christmas Celebration Committee and stated she has three pages of ideas. We will dedicate the January 30th Workshop to Christmas Celebration planning. Councilwoman Ivey asked if the Town has the power to enforce the towing of an abandoned vehicle. She requested that the staff research. Councilwoman Hendricks stated that she saw the finished picnic tables and was excited for the Town to display their products. Councilman Holloway wanted an update on a citizen who asked about re-routing trucks on Arthur St. The council has not placed any no truck signs or attempted to re-route trucks. The citizen has placed some additional poles on his property line to help mark the border.

PUBLIC COMMENTS:

Mrs. Linda Arahill, 3017 Highway 4, addressed the council and stated that her property taxes increased by $500 this year. She had concerns that the money was not available for Jay to use for improvements. The council told Mrs. Arahill that we increased our property taxes from 2.0 to 2.5 mils. She was happy that the town is receiving the tax revenue. She asked about the landscape RFP process and was happy that there was not a price attached to the RFP. She also asked if background checks were done, the town agreed. Finally, she asked if the current Town of Jay budget is online. The council mentioned that she could receive by-laws by making a FOIA request.

Councilman Holloway made a motion to adjourn meeting. Seconded by Councilwoman Hendricks. 4 yeas. 0 nays. Meeting adjourned.

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Mayor Shon Owens Town Clerk Donna Bullock