Town Council Meeting

February 4, 2019

6:00 P.M.

Jay High School Media Center

Present: Maxine Ivey, Wayne Godwin, Nina Hendricks, Joshua Holloway, Eric Seib, Gretchen MacPherson, Donna Bullock, Shon Owens, Stephen Knowlton, Lance Youngblood, Lana Rowell, Kennedy Cato, Carsyn Seib, Lela Simmons, Baylie Odom, Hannah Morris, Trace Seib

Meeting called to order: Eric Seib

Welcome visitors: Eric Seib

Invocation: Joshua Holloway

Pledge: Kennedy Cato

Motion made by Shon Owens to accept the minutes from the January 22, 2019 Regular Council Meeting. Seconded by Nina Hendricks. 5 yeas. 0 nays. Motion carried.

OPERATIONS Report: Eric Seib reviewed the Town of Jay Project Tracker. Eric will walk around tomorrow with FDOT to inform business owners and residents along Highway 4 of the impacts of the water line placement in August. Mayor wanted to look at the plans to ensure that the valves and tie ins will be placed accordingly. The Economic Development Open House had 28 visitors and a list of projects were created as part of the Economic Development vision. The next two public meetings will be used to further refine what projects fit the Competitive Florida Partnership grant and what are longer term projects. Mayor asked if there was a streetscape master plan associated with the project and believed that JJ Scott Design Concepts created a design at one point. The Mayor mentioned that some signs on Highway 89 need to be moved to help support the new Golden Gin warehouse. Eric mentioned that he would like to move forward with some road repaving projects in Jay this year. The maintenance workers fixed multiple leaks around Jay over the last month and will patch the roads with asphalt this week.

FINANCIAL REPORT: Eric provided the bank deposit and withdraw figures as well as a check register review for January.

ENGINEER REPORT: The engineer stated that the Well 1 electrical designer has the building/site layout. It is agreed that the existing power pole, electrical panel, and antenna will need to be moved. The discharge pipe on the water tank will need to be reoriented 45 degrees to discharge to the ditch. A Water System draft map was discussed with Eric. The changes requested have been sent to the survey designer. We submitted to both House and Senate. $300K request for Highway 4 Waterline Updates. $300k request for Bray Hendricks Park Master Plan. Contracts executed with Jones, Phillips, and Associates and Dewberry for CDBG grant oversight. The engineer meet with Robin to set construction/project management timeline. We are still working with Mary Gavin (SERCAP) to update PER and USDA RUS application for waterline replacement.

Old Business: Competitive Florida Partnership discussed in Operations Report. Eric stated that there will be a retirement open house for Raymond on March 1st. Eric requested that the Council approve a pay raise for Kevin Herrman. Shon Owens made a motion to raise Kevin Herrman’s hourly pay from $14 to $16 an hour. Motion seconded by Wayne Godwin. Motion passed with a vote of 5-0. Eric spoke with the Town’s attorney and he approved the Landscape RFP as written. The Mayor asked that the RFP place a specific number of cuts on the RFP to help define the requirement. Eric will make updates and advertise. Nina Hendricks reviewed the first Christmas Committee meeting notes. She asked for student feedback of certain Christmas related events and it was decided to send out a Survey Monkey for all Jay High School students to provide feedback of the proposed events.

NEW BUSINESS: Eric highlighted a proposed FDOT Utility Work by Highway Contractor Contract that is needed to allow the FDOT to contract out the placement of the updated water line under highway 4 before their repaving project. Resolution 19-02-01 that proclaimed the acceptance of the contract was read. Shon Owens made a motion to accept the resolution, seconded by Maxine Ivey. The resolution passed with a vote of 5-0.

PUBLIC COMMENTS:

Mr. Stephen Knowlton, Principal at Jay High School addressed the Council to provide an overview of the five different academies currently being taught at Jay High School. He wanted to let the council know of the complete education that is being taught at Jay HS, not just bookwork. The council thanked the Principal for the Construction Academy’s picnic tables. The Mayor asked if the council members were allowed to sit in on these Academy classes to better understand their influence on students.

Wayne Godwin made a motion to adjourn meeting. Seconded by Maxine Ivey. 5 yeas. 0 nays. Meeting adjourned.

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Mayor Shon Owens Town Clerk Donna Bullock