Town Council Meeting

March 4, 2019

6:00 P.M.

Present: Maxine Ivey, Wayne Godwin, Joshua Holloway, Eric Seib, Donna Bullock, Gretchen MacPherson, Stephen Cozart, Edward Foltmann, Shila Foltmann, Bryan Parker, Ashton Parker

Meeting called to order: Maxine Ivey

Welcome visitors: Maxine Ivey

Invocation: Joshua Holloway

Pledge: Wayne Godwin

Motion made by Joshua Holloway to accept the minutes from the February 18, 2019 Regular Council Meeting. Seconded by Wayne Godwin. 3 yeas. 0 nays. Motion carried.

OPERATIONS Report: Eric Seib reviewed the Town of Jay Project Tracker. The CDBG grant administrator started the Environmental Review. Once that is complete, we will create the construction bids. FDOT provided us their 100% project that will be used to go out for bids. We are still estimating an august 2019 start date. A team from the State of Florida DEO will be in Jay on March 12th to conduct an Economic Asset Review. Eric would like a Council member on that team that meets with the DEO folks. Joshua Holloway volunteered to accompany the team as a Town representative. No update on the State of House of Representatives and Senate appropriation requests. Raymond McDaniel retired last week. The maintenance workers have been busy with multiple work orders and placing automated water meters.

FINANCIAL REPORT: Eric provided a review of the monthly deposits and withdraws for February. Overall, the Town received $6,000 more than it spent in February. A question was asked about the status of the online bill pay. We have seen an increase in online bill pay customers in February.

ENGINEER REPORT: The CDBG Environmental Review process has been turned in the State of Florida DEO for approval. We expect the construction to start in May 2019. The electronic water line maps were emailed to Eric for final review. The Electrical Engineer will complete the final updates to the Well #1 engineering plan allowing the Permit process to begin.

Old Business: Eric thanked the council members for their support of the Asset Mapping Team. He then reviewed the Economic Asset Mapping Inventory spreadsheet. The Town received two Landscaping proposals from our advertised request. Jennifer Flowers Lawn Service bid $975.00 and DeGraff Landscaping bid $1,500.00 per cut. Jennifer Flowers Lawn Service was the low bidder at $975 a cut. Wayne Godwin made a proposal to accept the bid of $975 for landscaping services from Jennifer Flowers Landscaping. The motion was seconded by Joshua Holloway. The proposal passed with a vote of 3-0. The Council continued the tabled discussion of a financial donation for Santa Rosa County Chamber of Commerce as per the presentation at the last Council Meeting. Discussion ensued about the amount of the donation. The Council agreed that they would take the option of spreading the payments over four years. Wayne Godwin proposed that the Town of Jay donate $5,000 in support of the Santa Rosa Chamber of Commerce. The payments will be $100 per month for the first 47 months and a final payment of $300. The proposal passed with a vote of 3-0. The Mayor had previously signed the Jay Recreation League lease and there was not a Jay Recreation League representative present to sign.

NEW BUSINESS: The council members had discussed starting a Facebook page for the Town of Jay. The attorney was asked what limitations the Town would have with a Facebook page. The attorney mentioned that all comments and announcements from the Facebook page would have to become public record and official documents needing to be recorded and kept on file for future reference. All comments would also be binding to the Town of Jay for action. He recommended that the Town use their website as their center of online information flow. Additionally, Microsoft Messenger messages would also be public record. The council tabled the decision of a Facebook page. Eric presented the Fireworks Contract for 2019. The price increased by 5% due to US Tariffs on China and passed on to us. Wayne Godwin made a proposal to accept the Fireworks contract with East Coast Pyrotechnics, Inc for $15,750.00 for the same show as last year. The proposal was seconded by Joshua Holloway and approved with a vote of 3-0. The Town of Jay’s Multipurpose Printing Device is at the end of its lease. The new lease will save the Town of Jay $200-$500 a year with an updated printer. Wayne Godwin made a proposal to accept the new Printer for $258.00 a month for 60 months. Seconded by Joshua Holloway. The proposal passed with a vote of 3-0.

PUBLIC COMMENTS: Mrs. Ashton Parker, 3915 Arthur Ave, asked that they could have someone come out and look at their water meter. They seem to have an increase in water usage over the last three months and wanted help learning how to isolate the new water meters to look for leaks. Eric stated he would send out workers on Wednesday.

Wayne Godwin made a motion to adjourn meeting. Seconded by Maxine Ivey. 3 yeas. 0 nays. Meeting adjourned.

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Mayor Shon Owens Town Clerk Donna Bullock