**Town Council Meeting**

**September 21, 2020**

**6:10 P.M.**

**Present:** Donna Bullock, Steve Cozart, Wayne Godwin, Nina Hendricks, Maxine Ivey, Gretchen McPherson, Shon Owens, Josh Holloway, Tom Rinkus, Eric Seib, Crystal Weatherington, Lori Elder, Lance Youngblood

**Meeting called to order:** Eric Seib

**Approval of Meeting Minutes:** Mayor Owens made a motion to accept the minutes as written. Seconded by Councilwoman Ivey. 5 Yeas. 0 Nays. Motion carried.

**Operations Report:** Mr. Seib praised the quick response from our maintenance workers to remove debris from roads and then from resident’s yards. Mr. Seib presented the operations report (attached). Discussion followed regarding well maintenance.

**Engineer Report:** Ms. Weatherington gave an update on projects and stated that the CDBG grant plans are completed and with our Grant Administrator. She also stated that she met with Santa Rosa County Permit personnel and cleared up confusion. We should see a permit this week.

**Old Business:**

* **Garbage Contract** – The Council discussed the garbage contract specifications. Referencing the social media poll by Town of Jay residents, they discussed the number of days per week of garbage service, making garbage service mandatory, and enforcement of garbage service payments, Mayor Owens made a motion to contract for two days a week garbage service. The motion was seconded by Councilman Godwin. The motion passed with a vote of 5-0. Mayor Owens then made a motion to make residential and commercial garbage service mandatory within the Town of Jay. The motion was seconded by Councilman Godwin. The motion passed with a vote of 5-0. It was agreed that a garbage ordinance would need to be created for the next Town Council Meeting.
* **Well #3 Maintenance Contract** – Eric Seib presented a history of Well #3 maintenance that showed a consistent requirement for maintenance every 2-3 years. Mayor Owens asked if the Town needs to move past Well #3 maintenance and place money and efforts on creating a Well #4. Eric Seib will provide the council with some funding options for Well #4. The Town Council tabled the approval of Well #3 Maintenance Contract approvals.
* **Equipment Sale, School Bus –** Eric Seib announced the only bid for the sale of the school bus was $850.00. Mayor Owens made a motion to accept the bid to sell the School Bus for $850. The motion was seconded by Councilman Godwin, motion passed with a vote of 5-0.

**New Business:**

* **Trick or Treat on Commerce Street** – The Jay High School Student Government Association requested to hold a parade on Thursday, October 29th. The Town also agreed to hold Trick or Treat on the Street that evening immediately following the parade. Mrs. Lori Elder asked to create a Haunted House in her business that evening. The Council approved that request.
* **Bleachers for Jay High School** – Mr. Lance Youngblood asked the Town Council if Jay High School can place our mobile bleachers at the Jay High School football field for the season to assist with COVID-19 distancing. Councilman Holloway made a motion to allow Jay High School to use the Town’s portable bleachers. The motion was seconded by Mayor Owens and the motion passed with a 5-0 vote.
* **Renewal of Lobbyist Contract** – The Town Council discussed if there is a need for Lobbyist support in Tallahassee this year. Mayor Owens made a motion to table the decision until next meeting with more information on what legislative support we would be requesting. Councilwoman Hendricks seconded the motion. the motion passed with a vote of 5-0.
* **Itinerant Ordinance** – Eric Seib presented an ordinance to the Town Council that allows temporary buildings and mobile vendors to operate within the Town Limits and provides for regulation of those businesses. Discussion among the council brought questions for the staff to answer. Mayor Owens made a motion to approve the ordinance with edits to be made before the second reading of the ordinance. Councilwoman Hendricks Seconded the motion. The motion passed with a 5-0 vote. Ordinance 20-09-01, An Ordinance of the Town of Jay, Florida establishing operating licenses for itinerant vendors within the town of Jay, Florida was read for the first reading.
* **Request to Sub-divide Commercial Residential Property at 14,144 Alabama Street: -** A commercial company asked the Town of Jay if they could sub-divide a property located at 14,144 Alabama Street to allow for the old owner to keep an advertising sign under his contract. The Council requested more Land Development Code information and if there were requirements for an easement to that piece of property. Mayor Owens made a motion to table the request until further information can be provided to the Council. The motion was seconded by Councilwoman Hendricks. The motion passed with a vote of 5-0.

**Visitor Comments:** Mrs. Lori Elder asked for a construction letter form the Town of Jay approving the internal improvements she is making on her building at 5256 Commerce Street. The Council stated they would need to see a formal drawing of the changes before providing a letter

In her final action as Town Councilwoman, Maxine Ivey made a motion to adjourn meeting. Seconded by Councilman Godwin. 5 yeas, 0 nays. With a pound of the gavel Ms. Maxine Ivey closed out a career of over 40 years supporting the Town of Jay.

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Mayor, Shon Owens Town Clerk, Donna Bullock