Town Council Meeting

October 21, 2019

6:00 PM

Present: Donna Bullock, Wayne Godwin, Nina Hendricks, Josh Holloway, Maxine Ivey, Eric Seib, Gretchen McPherson, April Watson, Crystal Weatherington, Shon Owens, Linda Gilliam, Melissa Stuckey, Allen Turner

Meeting Called to Order: Maxine Ivey

Welcome Visitors: Maxine Ivey

Invocation: Josh Holloway

Pledge: Wayne Godwin

Approval of Meeting Minutes: Councilman Godwin made a motion to accept the minutes as written. Seconded by Councilwoman Hendricks. 4 yeas. 0 nays. Motion carried.

**SPECIAL GUESTS:** Mrs, Laura Gilliam, President/CEO of the United Way of West Florida announced that International Paper had a warded a grant for five Born Learning Trails in Escambia and Santa Rosa counties. Mr. Allen Turner requested that the Town Council adopt an ordinance that prevents tent sales in the Town of Jay to prevent predatory auto tent sales from happening within the town limits. The Council asked the Town Attorney to write up an ordinance similar to Santa Rosa County’s for the Town of Jay.

**OPERATIONS REPORT:** Mr. Seib presented the Operations Report. Discussion followed. See attached. Mrs. Angie Brown addressed the Town Council about her soiled clothes that were a direct result of the new construction funded by the CDBG grant. She asked the council to pay $75 to cover her appliance service call.

**FINANCIAL REPORT:** Mr. Seib presented the Financial Report. Discussion followed. See attached.

**CLERK REPORT:** Mrs. Bullock announced the upcoming election deadlines for candidates and elections. A discussion about placing the decision for Sunday alcohol sales ensued. It was agreed to table the decision for additional facts and formation of the question if it were to be placed on the ballot.

**ENGINEER REPORT:** Crystal Weatherington recommended two Legislative Appropriation packages; Bray-Hendricks Park and road re-paving applications. She also reviewed the current progress of the CDBG and FDOT construction projects.

**OLD BUSINESS:**

* Joy in Jay Update – Mr, Seib stated that we are moving forward and have had several vendors sign up and call in for reserved slots. Councilwoman Hendricks wants to keep the positive information and advertising for the event to continue through the next two months.
* Traffic with King’s Harvest Distribution – This event has been postponed indefinitely.
* Town of Jay Support for STRIVE grant – No business owners attended the council meeting.
* Annual Update to Town of Jay Water Rates – Mr. Seib updated the council that the Consumer Price Index is still at 1.7%. The council agreed to hold prices at the current level with the discussion of increasing rates next year to include two years’ worth of CPI increases.
* Landscaping Scope of Work – Mr. Seib passed out a list of different areas for consideration in the scope of work for next year. The Council agreed to review and address at the next Town Council Meeting.

**NEW BUSINESS:**

* Budgeted Payroll Changes – Mr. Seib asked the Council to approve raises for our Maintenance Worker ($14.00 per hour), Billing Clerk ($16.00 per hour), and Operations Manager (Salary of $65,000 yearly). The council also approved the hiring of 3 additional maintenance workers at $14.00 per hour. This request created a discussion on the recent negative feedback on the maintenance worker. It was agreed upon to create a checklist for the maintenance worker to use to verify the inmates complete their cleaning work to his level of quality. A motion was made by Councilman Godwin to approve the requested raises. The motion was seconded by Councilman Holloway and passed with a vote of 4-0.
* Audit Engagement Letter - Mr. Seib presented the Durst Jordan Engagement Letter for budget year 2019-2020. Councilwoman Hendricks made a motion to approve the price of $19,000.00 for Audit services and $2,025.00 for a single scope audit. The motion was seconded by Councilman Godwin and passed with a vote of 4-0.
* Well Maintenance Program – Tabled for more information.
* Wreaths Across America – Tabled, Ms. Mitzi Bray-Dixon was not in attendance.

PUBLIC COMMENTS: None.

Councilman Godwin made a motion to adjourn meeting. Seconded by Councilman Holloway. Meeting adjourned.

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Mayor Shon Owens Town Clerk Donna Bullock