**Regular Council Meeting Minutes**

**December 20, 2021**

**Present:** Jane Hayes, Nina Hendricks, Gretchen McPherson, Shon Owens, Eric Seib, April Watson, Crystal Weatherington, Tony Howard, Clifton Dover (Adams Sanitation)

**Meeting Call to Order:** Eric Seib **Prayer**: Jane Hayes **Pledge**: April Watson

**Approve Minutes:** Councilwoman Hayesmade a motion to approve the minutes as written. Seconded by Mayor Owens. 3 yeas, 0 nays. Motion carried.

**Engineering Report:** Ms. Weatherington presented the council with some sample pictures (attached) of buildings that have been built at other parks to get an idea of what the council would like to build for the new Bray-Hendricks Park. Discussion followed regarding whether there must be a bid process. Councilwoman Hayes moved to get input from Mr. Cozart, Town Attorney on whether the project was required to go out for bid. Seconded by Mayor Owens. 3 yeas, 0 nays. Motion carried. Mr. Cozart was contacted, and he said that the project must go out for bid per Florida law. The Wastewater Plant project is almost complete. The Waterline project has a meeting on Dec. 22, 2021, with USDA and the completion date has been moved to Mar. 1, 2022. The State Street survey is scheduled to be done in January 2022.

**Operations Report**: Mr. Seib presented the Operations report (attached). He stated that the town is waiting on an FDOT inspector for the bores under the roads for the USDA RUS Grant. The town needs to decide about plans to move forward with the gas line extension. Discussion followed.

**New Business:**

**Adams Sanitation Rate Increase:** Adams Sanitation will be increasing the price of garbage pickup by $1.27 per customer beginning in January (See attached). Councilwoman Hayes made a motion to allow office staff to set the new administrative fee at or greater than $1.27. Seconded by Mayor Owens. 3 yeas, 0 nays. Motion carried.

**United Bank CD Renewal:** Mr. Seib stated that a CD with United Bank was up for renewal. Mayor Owens made a motion to cash in the CD and hold it. Seconded by Councilwoman Hayes. 3 yeas, 0 nays. Motion carried.

**Kentucky Assistance:** Mr. Seib stated that he had been contacted about assistance for victims of tornados in Kentucky. Discussion followed and Mr. Seib will reach out to contacts within Santa Rosa County to see what the biggest need currently is.

**Employee Bonus:** Councilwoman Hendricks thanked council members and office staff for their tremendous help and work that went into the events for Joy in Jay. Councilwoman Hendricks made a motion to give each Town of Jay employee a $500 Christmas bonus. Seconded by Mayor Owens. 3 yeas, 0 nays. Motion carried. The Town will host an employee luncheon tomorrow beginning at 11 am.

**Visitor Comments:** None

Mayor Owens made a motion to adjourn. Seconded by Councilwoman Hayes. 3 yeas, 0 nays. Motion carried.

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Donna Bullock, Town Clerk Shon Owens, Mayor