

**Regular Council Meeting Minutes**  
**September 15, 2025**  
**6:20 PM Central Standard Time**

**Present:** Cade Diamond, Hannah Diamond, Nina Hendricks, Michael Hutto, Shon Owens, Eric Seib, April Watson, Crystal Weatherington, Brenda Godwin

**Meeting Call to Order:** Eric Seib called the meeting to order at 6:20 pm after the Special Council Meeting.

**Approve Minutes:** Councilwoman Hendricks made a motion to accept the Regular Meeting Minutes from September 3, 2025, as written. Seconded by Councilman Diamond. 3 yeas, 0 nays. Motion carried.

**1. Town of Jay Report:**

**Operations Report:** Mr. Seib presented the operations report (attached). Discussion followed. Mr. Seib stated that he had a meeting with Tim Bolduc of Adams Sanitation. They agreed to keep our contract as is and to extend the contract for three additional years. Ms. Weatherington updated the council on the Booker Street Sidewalk Project stating that the surveys were done and they were currently working on the design. She also stated that the survey for the Industrial Park Stormwater project was complete.

**2. Old Business:**

**Legislative Delegation Meeting:** Mr. Seib reminded the council about the legislative delegation meeting on September 23, 2025, at 6:00 pm at the Milton Community Center.

**Legislative Appropriation Projects:** Mr. Seib discussed several projects and will finalize to present at the next meeting.

**3. New Business:**

**Industrial Park Stormwater Project Engineer Contract:** Mr. Seib presented the council with the engineering contract for LJA for the Industrial Park Stormwater project (attached). Mayor Owens made a motion to accept the contract with LJA. Seconded by Councilwoman Hendricks. 4 yeas, 0 nays. Motion carried.

**Smith Farms Four-Month Installment Gas Payment:** Ms. Watson spoke to the council about Smith Farms account. They are running the corn dryer again and had a bill of \$35,594.97. Mr. Smith has requested a payment plan to include interest due to the amount. Ms. Watson suggested an amount of \$9,000 per month for the next 4 months, which would include \$405.03. He would need to pay this amount plus any new incurring monthly charges with the first payment being due by September 30, 2025. Mayor Owens made a motion to approve the payment plan of \$9,000 per month for the next four months which would include the balance of \$35,594.97 and interest of \$405.03. Seconded by Councilwoman Hendricks. 4 yeas, 0 nays. Motion carried.

**Employee Updates for next fiscal year:** Mr. Seib stated that Hannah Diamond has completed her 90-day probationary period, and he would like to move her to full-time employment as of Oct. 1, 2025. Councilwoman Hendricks made a motion to move Hannah Diamond to full time employment. Seconded by Councilman Diamond. 4 yeas, 0 nays. Motion carried. Councilwoman Hendricks made a motion to move April Watson to salaried as Operations Manager at \$65,000 for the next fiscal year. Seconded by Councilman Hutto. 4 yeas, 0 nays. Motion carried. Mayor Owens made a motion to move Eric Seib to part time employment of 30 hours per week at \$37.50 per hour for the next fiscal year. Seconded by Councilwoman Hendricks. 4 yeas, 0 nays. Motion carried.

4. **Council Comments:** Mayor Owens discussed the sprinkler system for the park. Mr. Seib will have a meeting with Mayor Owens to discuss the quote that he received. Councilwoman Hendricks asked about the purchase of the Christmas lights. Mr. Seib stated that he had made a call to the company but has yet to hear back. The council also discussed donation opportunities for the park. Mr. Seib and Ms. Watson will begin preparing a list of opportunities for people to donate.
5. **Visitor Comments:** Brenda Godwin discussed her concerns regarding several properties that needed cleaning up. Mayor Owens asked her to provide addresses to the Town, and the Town would send letters to begin the cleanup process. She also stated that she still feels like the Town should advertise open positions. Councilwoman Hendricks stated that the Town does advertise open positions when they are available. Discussion followed.

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

  
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Donna Bullock, Town Clerk

  
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Shon Owens, Mayor