

**Regular Council Meeting Minutes**  
**March 4, 2024**  
**6:00 PM Central Standard Time**

**Present:** Harold Albrecht, Trudy Blackmon, Donna Bullock, Brenda Godwin, Nina Hendricks, Michael Hutto, Gretchen McPherson, Shon Owens, Eric Seib, David Tillar, Crystal Weatherington

**Meeting Call to Order:** Eric Seib  
Hendricks

**Prayer:** Josh Holloway

**Pledge:** Nina

**Approve Minutes:** Councilwoman Hendricks made a motion to accept the regular meeting minutes as written from February 5, 2024. Seconded by Councilman Hutto. 4 yeas, 0 nays. Motion carried.

**1. Town of Jay Report**

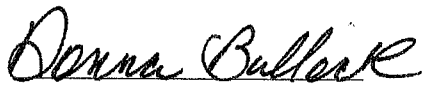
**Engineering Report:** Mr. Tillar presented the engineering report. He reported there will be a pre-construction meeting for the community center on March 8<sup>th</sup> held at City Hall. We will provide the draft contract both parties will sign. Notice of award and to proceed will be given. We will talk with Bear General Contractors to find out what day they want to start. Projects in construction, Bray Hendricks Park waiting on DEO to approve Dewberry Proposal. DEO has requested additional information on the project. Eric reported that DEO requires certain information to be in the contract for Dewberry. Eric is finalizing the document and will send it over to Dewberry to review and sign. Mr. Tillar presented draft bid documents to the council. He reported that his team had taken the compiled sets and come up with options. (attached) Discussion followed. Mayor Owens wanted to know why we don't have an engineering estimate. Mr. Tillar stated that that it's an on-going number at this time. Mayor Owens and councilwoman Hayes expressed their concerns about coming up short again on construction of the park. Discussion followed. Next Project Jay WWTP Sludge Drying Bed #3 Mr. Seib stated it has made it through the Senate and is still in the budget will go to Governor next.

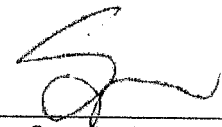
**Operations Report:** Mr. Seib presented the operations report (attached). Discussion followed. Mr. Seib reported on the community center. I will meet this week with Robin Phillips, David, and myself to make sure we have all the requirements for the renovation at the community center. Will send documents over to Bear Construction to look over before meeting on Friday March 8<sup>th</sup> @ 1:30. The only restriction will be for the big room. The Election is March 19, 2024, and we will keep it open for that to happen. We will also look ahead and make any accommodations for August 20, 2024, Primary Elections. Mr. Seib spoke with Ms. Cotton and mailed a quit claim deed for her signatures. Mr. Seib reported that FDOT had a 2027 start date for north highway 89 construction and pavement. We have no funding currently. This might be a time to look at the utilities and see if there's a way to include them in the project. Well #4 project, Mr. Seib reported he will continue to watch and see where the Senator Broxson money will go. If this is an open available amount of money to grab for Santa Rosa County at the end of this session. Will follow up on this and keep council informed. Mr. Seib reported that Derek Nevels reached out to him and wanted to look at the fire truck, waiting for Mr. Nevels to give an

estimate to the town. Mr. Seib will keep the council updated. Mr. Seib updated the council on the lead and copper lines. The town went out and looked at each meter on both sides and 98 % of our lines are non-lead. We will create documentation and publish it on our website and report to EPA by October 2024. Mr. Seib will continue to update council. Mr. Seib reported that the Auditors came the last two weeks, will come back, and finish up audit in the next two months. Mr. Seib reported that he was looking for a work truck for the town but there seems to be none available on the lots. Mayor Owens said he would like the town to buy a new truck because of the work that's done with them. Mr. Seib stated he would begin getting a quote for a truck and report back to the council.

**4.Visitor Comments:** Brenda Godwin asked the council if we had any new actions on cleaning up in the town. Mr. Seib reported on the response to the letters that had been sent out to homeowners requesting clean up. Those homeowners did clean up what was requested by the town. Ms. Godwin stated that some of the properties needed cleaning up again. Mr. Seib stated he would look at those addresses again and report back.

Motion by Councilwoman Hayes to adjourn. Seconded by Councilwoman Hendricks. 4 yeas, 0 nays. Motion carried.

  
Donna Bullock, Town Clerk

  
Shon Owens, Mayor