Town Council Meeting

December 3, 2018

6:00 P.M.

Present: Shon Owens, Wayne Godwin, Nina Hendricks, Eric Seib, Stephen Cozart, Gretchen MacPherson, Keith Hinton

Meeting called to order: Eric Seib

Welcome visitors: Eric Seib

Invocation: Wayne Godwin

Pledge: Nina Hendricks

Motion made by Shon Owens to accept the minutes from the November 19, 2018 Regular Council Meeting. Seconded by Wayne Godwin. 3 yeas. 0 nays. Motion carried.

OPERATIONS Report: Eric Seib reviewed the changes in the project tracker. The Town Clerk will review the Cintas products ordered and revise the order ahead of the January 2019 contract. Both employees sat down with United Bank to review their online payment program. The fee schedule was sent earlier in the day and was not available to analyze. The proposal will be presented at the next meeting. The Operations Manager emailed a licensed fire hydrant repairman and is awaiting a response. A proposal from the HAAS Center of $750 to provide the town with economic data in support of a Triumph Application for waterline replacement was presented. Motion was made by Shon Owens to approve the proposal and seconded by Wayne Godwin. The motion passed by a vote of 3-0. The maintenance crew fixed four water leaks, put up Christmas decorations, received gas training, and placed the waterline on School and Booker Street. There were multiple dirty water reports on Wednesday and Thursday.

FINANCIAL REPORT: Eric provided the monthly deposits in the town’s checking account and a summary of checks written in the month of November. The town deposited $94,791.29 and wrote checks for $85,555.65 in the month of November.

ENGINEER REPORT: The engineer hired an electrical engineer to complete the electrical plans for the Well #1 pumphouse. They are in work. The Mayor mentioned that a permit has been requested with Santa Rosa County and we are awaiting electrical plans.

Old Business: The Operations Manager presented three scenarios for small businesses that use less than 12,000 gallons of water per year. The council discussed the three scenarios and agree upon a fixed charge of $56.00 per month vice the current $84.00. Councilwoman Hendricks wanted to add all non-profit organizations to the category as well. Shon Owens made a motion to adjust the fixed rate of all small businesses that use less than 12,000 gallons per year and all non-profit organizations to $56 a month. Motion was seconded by Nina Hendricks. The motion passed with a vote of 3-0. Operations Manager provided a review of the water ordinance that addresses water wells inside the town limits. Mr. Griffin was not in attendance for the meeting. Mayor Owens wanted to see an overview of the Sewer Ordinance at the next town council meeting. The weather forecast for the Christmas Parade shows 70% chance of rain. The council discussed creating a make-up date of December 15th. It was agreed that the afternoon of December 15th will be the make-up date of the parade. The parade was advertised on the morning show at 105.1FM, two horse drawn wagons will provide rides at Commerce Street after the parade and we have a photographer for photos with Santa. Councilman Godwin discussed the possible demolition of the Jay High School Auditorium. He is on a committee from the Jay Historical Society to save the building. He wanted to know if the Town would support the effort. Mayor Owens offered to hold a special meeting at Jay City Hall to discuss the effort. Two contractors were contacted for a directional drill job at 5252 Commerce Street. Both contractors stated they were unable to complete the job as requested. Operations Manager sent an email to the President of Pensacola Concrete Construction asking to update their estimate and we have not heard back from them.

NEW BUSINESS: Mayor Owens discussed the current situation at 5252 Commerce Street. The business currently runs their sewer into a small septic tank area. The Town six months ago spoke to the building owner who did not want to pay the cost for a directional drill into the Town’s sewer system. The town has an opportunity to help the business and building owner by offering to pay a portion of the cost to connect the sewer lateral to the Town’s sewer system. It was agreed to allow the Operations Manager to discuss some different payment options with the building owner and then present back to the Council at the December 3rd meeting. The Operations Manager asked for permission to attend a four-day Department of Economic Opportunity workshop for CDBG Grant management. The council approved a hotel stay for that workshop.

PUBLIC COMMENTS: Mr. Will Hawley, 5344 Hutto Ln, requested to build a standalone carport in the back corner of his lot. The Mayor asked some structural questions about the proposed building to include distance from existing shed and property lines. Mr. Hawley also mentioned that he will be adding power to the building. Shon Owens made a motion to recommend that the town approve the request as presented so that they may move on to Santa Rosa County, Wayne Godwin seconded. No discussion. Motion passed with a vote of 3-0.

Shon Owens made motion to adjourn meeting. Seconded by Nina Hendricks. 3 yeas. 0 nays. Meeting adjourned.

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Mayor Shon Owens Town Clerk Donna Bullock