

**Regular Council Meeting Minutes**  
**April 4, 2022**

**Present:** Larry Baxley, Donna Bullock, Jane Hayes, Nina Hendricks, Josh Holloway, Gretchen McPherson, Shon Owens (via zoom), Eric Seib, April Watson, Crystal Weatherington, Tony Howard

**Meeting Call to Order:** Eric Seib

**Prayer:** Josh Holloway

**Pledge:** Jane Hayes

**Approve Minutes:** Councilwoman Hayes made a motion to accept the previous regular council meeting minutes as written. Seconded by Councilman Holloway. 4 yeas, 0 nays. Motion carried.

**1. Town of Jay Report:**

**Engineering Report:** Ms. Weatherington gave the engineering report. The USDA waterline is 90% complete and is hot and in use on Highway 89. They are finishing Escambia Avenue and then will come back to Highway 4. The gas line survey is complete, and construction should begin sometime in May. The State Street survey is complete and Mr. Cozart, Town Attorney, is working on easements. We are still working on a lease agreement with the American Legion regarding the field at Bray-Hendricks Park. The engineers are still working on the test well and trying to figure out what the best option is for the Town. The CDBG paving project is not yet ready to start. However, DEO has all the paperwork, and we are waiting on final confirmation to begin. WE are also waiting on final approval from DEO on the CDBG COVID Relief grant.

**Operations Report:** Mr. Seib presented the operations report (attached). The gas line extension is in the works and Mr. Seib will discuss a contract with the farmer requesting the extension. An estimate for a fence for the outdoor fitness center is attached. Discussion followed. The council would like to consider more options. Mayor Owens suggested that we get a cost of materials to see if we could put the fence up ourselves.

**2. Old Business:**

**Land Development Code Review:** Mr. Seib presented the current updates. Discussion followed. A possible tree list for land development is attached.

**Audit Representation Letter:** The current audit is complete, and the representation letters are attached. Discussion followed.

**American Legion Lease:** Options for a proposed lease with the American Legion is attached. Discussion followed regarding including the field or leaving it out of the current plan for the park. Ms. Weatherington stated that leaving it out of the plan for now would not cause much of a change and could be revisited once an agreement had been made with the Legion. Councilwoman Hayes made a motion for Mayor Owens and Mr. Seib to meet with representatives of the American Legion to discuss concerns regarding said options. Seconded by Councilwoman Hendricks. 4 yeas, 0 nays. Motion carried.

**Outdoor Fitness Center Fence Estimate:** Discussed during Operations Report.

**Cost of Living Wage Discussion:** Councilwoman Hayes will work on numbers and will discuss at next regular council meeting.

**3. New Business:**

**United Bank Loan Rate Sheet for Highway 89 Line Extension:** Mr. Seib presented the United Bank Loan Rate sheet for the Highway 89 Gas Line Extension (attached). Councilwoman Hayes made a motion to proceed with the United Bank Loan offer. Seconded by Councilman Holloway. 4 yeas, 0 nays. Motion carried.

**STOA Architect Work Plan:** (attached) A work plan for the STOA architects was presented. Discussion followed.

**Florida Avenue Easement Request:** A real estate agent reached out to the Town regarding a landlocked property located off Florida Avenue. The town is required to grant an access easement according to our attorney. Mayor Owens stated that we would need to check with Maverick to see if the current easement is under their ownership.

**Baxley Services Presentation:** Larry Baxley requested that the town consider allowing him to bid on items from the park demolition that the Town will not be reusing.

**4. Visitor Comments:** None.


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

**5. Reminders:**

The next Regular Town Council Meeting will be Monday, April 18, 2022.



Donna Bullock, Town Clerk



Shon Owens, Mayor