

**Regular Council Meeting Minutes**  
**September 16, 2024**  
**6:10 PM Central Standard Time**

**Present:** Donna Bullock, Steve Cozart, Brent Freeman, Jane Hayes, Nina Hendricks, Josh Holloway, Michael Hutto, Shon Owens, Eric Seib, April Watson, Crystal Weatherington

**Meeting Call to Order:** Eric Seib

**Approve Minutes:** Mayor Owens made a motion to accept the special council meeting minutes from Sept. 3, 2024. Seconded by Councilwoman Hayes. 5 yeas, 0 nays. Motion carried. Councilwoman Hayes made a motion to accept the regular meeting minutes as written from Sept. 3, 2024. Seconded by Councilwoman Hendricks. 5 yeas, 0 nays. Motion carried.

**1. Town of Jay Report**

**Operations Report:** Mr. Seib presented the operations report (attached). Discussion followed.

**2. Old Business**

**Community Center Rental Agreement and Fees:** Ms. Watson presented the council with the suggested rate of \$400 per daily rental of the community center with \$100 being refundable should all rules of rental be followed. Discussion followed. Mayor Owens requested that we revisit the cleaning fee once a quote is received for the amount of cleaning should the event be a large event. He would like to see the cleaning fee be a requirement for said events. Councilwoman Hayes made a motion to accept the suggested rental fee of \$400 per day with \$100 being refundable should all rules be followed. Seconded by Councilman Holloway. 5 yeas, 0 nays. Motion carried. Councilwoman Hayes made a motion that Town staff reach out to CCC Cleaning service to get a rate for cleaning of the community center to offer to customers as an additional charge for cleaning after an event. Seconded by Councilman Holloway. 5 yeas, 0 nays. Motion carried.

**Community Center Roofing Project:** Request for Bids have been sent out. Four roofing companies are looking at the project. The three bid options are attached.

**CDBG Projects:** Several projects were discussed. Council would like to request the Booker Street sidewalk as the next CDBG project.

**3. New Business**

**Sewer Manhole Assessment Quotes:** Two quotes were received regarding the sewer manhole assessments (attached). Mayor Owens made a motion to accept the quote for assessments from Talcon for \$8,880.00. Seconded by Councilwoman Hayes. 5 yeas, 0 nays. Motion carried.

**Homecoming Parade:** Councilwoman Hayes made a motion to have the Homecoming Parade on October 25, 2024, at 2:00 pm. Seconded by Mayor Owens. 5 yeas, 0 nays. Motion carried.


**School Donation:** Mr. Seib discussed yearly donation to Jay High School. Discussion followed regarding how the donation is given out between athletics and other groups. Mayor Owens made a motion to donate \$2,500 to Jay High School with half being donated in the Fall and half being donated in the Spring. Seconded by Councilwoman Hendricks. 5 yeas, 0 nays. Motion carried.


**Trick or Treat on Commerce Street:** Mr. Seib reminded council about the Trick or Treat event on October 31, 2024, starting at 5:00 pm.

**Jane Hayes Recognition:** Mr. Seib presented Councilwoman Hayes with a gift and proclamation claiming September 16, 2024, as Jane Hayes Day for her service on the Town Council for the past four years.

**Visitor comments:** None

Councilwoman Hayes made a motion to adjourn. Seconded by Mayor Owens. 5 yeas, 0 nays. Motion carried.

  
Donna Bullock, Town Clerk

  
Shon Owens, Mayor