

# Town Of Havana

## Regular Council Meeting & Public Hearing

### March 26, 2024 – 6:00pm

#### Meeting minutes

#### Call to Order

The meeting was called to order by Mayor Loughmiller at 6:00pm. Invocation was led by Councilman Reed, followed by the Pledge of Allegiance.

#### Roll Call

A roll call confirmed the presence of the following council members including Penny Key, Tabatha Nelson, Nick Bert, Mayor Tim Loughmiller, Jr., Lawrence Reed, Matt Wesolowski and Mayor Pro Tem Eddie Bass, ensuring a quorum for the meeting.

#### Recognition of Visitors

Visitors were invited to make statements to the council, including Gennell @ 205 E 12<sup>th</sup> AVE. Discussion points ranged from extension policy, public audit, and concern for elderly/disabled and the cost of utilities. Kendrah Wilkerson, Town Manager, stated rates are published by PSC. Genelle was asked to make an appointment with the Town Manager to discuss her concerns.

#### Request to Approve Minutes

Motion Made by Councilman Bass to approve council minutes for February 27, 2024. Seconded by Councilman Wesolowski and motion carried.

#### Old Business

##### Old Elementary School Resolution

Ms. Wilkerson requests council approval of Resolution 2024-14R-3 updating the fines owed by the owners of the school through February 27, 2024, to \$225,615.00. Councilwoman Nelson made the motion to approve the Resolution and Councilman Bert seconded. Motion carried.

#### New Business

##### Fire Department Contract

Contract update was postponed.

##### Havana Police Department Update

Acting Chief, Lt. Kenny Lewis gave an update on the department. Safety chain blocking entrance to the old elementary school has been put up. During Lt. Lewis' period as Interim Chief a few items to note was a homicide solved within 24 hours, an officer sent to interview suspect in Gainesville and two grants secured to purchase safety vests and Narcan for PD and the Town. Lt Lewis has been responsible for stripping cars for auction, lawn services at PD, clearing out office and attic, mapping, presenting annexation idea from Kathy's and proposal of new Civil Position & Code Enforcement among other accomplishments and working with the community as well as developing relationships with Sheriff Young and Judge Gardner during his three months.

##### Enterprise Lease – Work Trucks

Ms. Wilkerson submitted for approval two lease agreements to purchase two work trucks. The Town budgeted \$25K of rescue funds toward the purchase of Water Dept Truck & \$35K of general revenue toward the purchase of an Electric Dept Truck. She is requesting the council to approve the use of funding allocated in the budget and finance the remainder.

Councilman Bert made the motion to approve use of allocated funds and financing the remainder. Councilman Bass seconded and motion carried.

#### Capital City Cultural Community Outreach Inc. – Special Events Permit

Capital City Cultural Community Outreach Inc has submitted special events permit for a Community Festival on May 25, 2024, 8am-4pm.

Councilman Bass made a motion to approve with same conditions agreed upon on prior Mainstreet Event application to allow downtown businesses to operate. Councilwoman Nelson seconded and motion carried.

#### Blessings of Hope Empowerment Outreach – Special Events Permit

Blessings of Hope Empowerment Outreach request approval for Food Distribution Event @ Town Hall on 4/6/2024, 6/8/2024, 7/13/2024 and 8/10/2024 from 6:30am – 11:00am. Ms. Wilkerson recommends approving the first requested date as submitted and conditional approval for the remaining three dates contingent on there being no traffic or other issues at the first event.

Councilwoman Key made the motion to approve all dates if no incidents on 4/6/2024. Councilman Bert seconded, and motion carried.

#### Blessings of Hope Empowerment Outreach – Special Events Permit

Blessings of Hope Empowerment Outreach requests the use of Hazel Baker Community Center on multiple Saturdays to host a Clothing Giveaway. Ms. Wilkerson recommends approval of 4/20/2024 event and other dates approval is contingent upon no issues/damage with first event. Application is good for 6 months at which time a new application will need to be submitted.

Councilman Bert made motion to approve with conditions stated by Town Manager. Councilman Reed seconded, and motion carried.

## Public Hearing 01A - 313 E 10<sup>th</sup> Ave Lot Split

Mayor Loughmiller requested Ms. Alexander, Town Clerk to read the agenda item title. Ms. Alexander read by title.

Ms. Wilkerson, Town Manager, explained the meaning of Quasi-Judicial hearing in accordance with Florida Law.

Public Hearing was called to order by Mayor Loughmiller at 6:43pm.

Mayor Loughmiller requested the Clerk to confirm compliance with the advertising and notice requirements. Ms. Alexander confirmed all advertising and notice requirements were met.

Mayor Loughmiller requested Ms. Wilkerson to inquire as to ex-parte communications.

Ms. Wilkerson explained ex-parte communications and inquired of all council members of any ex-parte communications with regards to the 313 E 10<sup>th</sup> AVE Lot Split. No communications with any council members.

Mayor Loughmiller requested all parties involved be identified. Parties identified are the applicant, Mildred Pease and the Town of Havana. Mayor Loughmiller requested Town Clerk to swear in parties present.

Town Manager, Kendrah Wilkerson and Justin Stiehl, Apalachee Regional Planning Council were sworn in by Ms. Alexander, Town Clerk.

Ms. Wilkerson presented Exhibit A – application and Exhibit B – correspondents stating position for or against of which there were none.

Mr. Stiehl, planner for ARPC, stated the application does meet requirements for the lot split and proposed structure is approved with conditions it must meet Florida Building Code.

Mayor Loughmiller asked if there were any questions from Town Council of the Staff? No questions presented.

Applicant Mildred Pease was not present to make the presentation on her behalf.

Town waives any closing comments.

Mayor Loughmiller requested if there were any public comments, and none made.

Mayor Loughmiller closed the Public Hearing at 6:57pm.

## Town Manager Report

Ms. Wilkerson reminded the council that the Town Hall would be closed on March 29, 2024, in observance of Good Friday. April Council Meeting date changed to Tuesday, April 23, 2024, due to Election Day, Tuesday, April 30, 2024. Updated Council on Seat Qualifiers. Council Chambers will be getting new paint, lights, baseboards, and new carpet installed after March Council meeting. Gadsden United Municipal Association meeting was held on March 21, 2024. Finishing touches made at Walking Park from grant and all items paid for. Family Fun Day will be April 27, 2024, from 12pm-3pm at the Walking Park.

Police Department – 2/22-3/20 Total of 176 Calls & 37 Cases

Fire Department – March 2024 9 calls and all in the county with no structure calls.

A contract was approved with Dewberry Engineering to conduct a comprehensive vulnerability assessment,

## Recognition of Each Council Member

Each council member had the opportunity to contribute remarks or raise issues. Councilman Wesolowski spoke on potholes and dirt sinking near Azalea & Magnolia where recent new construction was completed.

Ms. Wilkerson gave an update that Street Dept Supervisor, Don Harrison, has a list of street repairs that need to be made soon weather permitting.

Councilman Wesolowski also requests a change for public comments at the time of the agenda item instead of at the beginning of the council meeting.

Ms. Wilkerson will make necessary changes to the council meeting agenda in order that the mayor may call general public comments at the beginning and then specific comments at the applicable agenda item.

The council agreed with the procedural change.

Mark @ 805 NE 1<sup>st</sup> ST requested to speak and inquired as to receiving a PD report showing area and type of call. Mayor Loughmiller provided a copy of the report and Ms. Wilkerson will provide copies at each council meeting for public information.

## Motion to Pay the Bills


Councilman Bert made motion to pay the Town bills. Councilman Bass seconded and motion carried.

## Motion to Adjourn

Councilwoman Key made motion to adjourn the March 26, 2024, council meeting. Councilman Wesolowski seconded, and motion carried.

  
TIMOTHY LOUGHMILLER, JR, MAYOR

ATTEST:

  
Shrylan R. Alexander, Town Clerk