

**HAVANA TOWN COUNCIL  
REGULAR COUNCIL MEETING  
December 11, 2018      6 pm**

**Member(s) Present:** Decorkus Allen, Nick Bert, Cathy Johnson, Shirley McGill and Vernell Ross

**Member(s) Absent:** Eddie Bass and David Norman

The meeting was called to order by Mayor Ross.

Motion made by Mayor Pro Tem Allen and seconded by Councilman Bert to approve the minutes from the November 27, 2018 Regular Council Meeting. Motion carried.

**VISITORS:**

**OLD BUSINESS:**

N/A

**NEW BUSINESS:**

The Town published an ad and requested bids for the CDBG Administrative Grant for the sewer plant renovation. The administrative grant is in place to oversee the grant to meet requirements. There was only one bid received from Jones Phillips and their fee is within the guidelines. Mr. McKinnon stated he recommends approval.

Councilwoman Johnson inquired if the bids were advertised. Yes, the ad ran in the Tallahassee Democrat. Motion made by Councilman Bert and seconded by Mayor Pro Tem Allen to approve awarding the CDBG administrative grant to Jones Phillips. Motion carried.

The loan for the design of the sewer plant was signed. This request is to approve Amendment 2 and amortization schedule from the Department of Environmental Protection (DEP). DEP will forgive a portion of the loan. \$118,200 is the loan amount and there are 20 years to repay. Mr. McKinnon advised he recommends approving Amendment 2 and the amortization schedule. Motion made by Mayor Pro Tem Allen and seconded by Councilman Bert to approve the DEP Amendment 2 and Amortization Schedule. Motion carried.



The next item to consider is the FEMA Disaster Recovery Assistance Contract. The cost was estimated on the high side at \$600,000 for expenses incurred during Hurricane Michael to rebuild electric lines, clear streets, police cost, fuel cost, etc. All eligible cost will be reimbursed by FEMA and could possibly take years to recoup. Mr. McKinnon explained disaster cost is very high in the State of Florida and there are new FEMA rules. A team comes to audit before dispersing money. The company dealing with FEMA reimbursement is approved by a FEMA competitive process. Their fee is approximately \$30,000 to \$50,000 and FEMA will pay 90% of the cost. Mr. McKinnon stated he recommends selecting this organization. Motion made by Mayor Pro Tem Allen and seconded by Councilman Bert to approve the FEMA Disaster Recovery Assistance Contract. Motion carried.

The Town received a Department of Transportation (DOT) grant to pave 1<sup>st</sup> Street SE to 1<sup>st</sup> Street NE which is a main thoroughfare in town. This is a 100% grant with no match and the project will need to be completed by December of next year. The agreement must be approved and submitted to DOT along with Resolution No. 2018-07R. Motion made by Mayor Pro Tem Allen and seconded by Councilman Bert to approve the DOT Agreement and Resolution No. 2018-07R. Motion carried.

Mr. Ronald Burrell gave a brief overview of the recreation committee's recommendations. The committee met November 26, 2018 and discussed the qualifications for hiring a director. The director is preferred to have a BS degree. A high school diploma with recreation experience is required. The position will work 28 hours per week. If approved, an ad will be published and the interview process will start in January. Motion to approve hiring a recreation director was made by Councilman Bert and seconded by Mayor Pro Tem Allen. Motion carried.

There is a request to approve the Martin Luther King, Jr. annual parade. This has been a standard event for many years and the parade route will remain the same. The event is scheduled for January 21, 2019. Motion made by Mayor Pro Tem Allen and seconded by Councilman Bert to approve the MLK, Jr. Annual Parade event. Motion carried.

#### **REPORT OF THE TOWN MANAGER:**

The Town received notification from the county regarding hurricane debris pickup. The first pass is now complete and approximately one million cubic yards of debris was picked up in Gadsden County alone. There will be one more pass for debris pickup after the first of the year. Mr. McKinnon also advised that FEMA approved individual assistance to help residents with debris pickup. Each resident will have to apply and go through an application process, if interested. This will be an avenue for people that can't afford to pay for the cleanup. Councilman Bert inquired about notifying



customers. Mr. McKinnon mentioned a robo call can be made to customers once the Town gets the exact date from the County.

In principal, the Town agreed with Ms. Woods on the donated property for the park south of town. There are now three requirements from Ms. Woods; (1) name the park after her grandfather, (2) install a fence and (3) if not used as a park the property will revert back to the family. Mr. McKinnon stated he will bring the deed for approval in January.

Mr. McKinnon discussed the housing program and stated the Town was instructed to send a letter inquiring about using funds for roofing only. This is in the process along with the other money for the community center.

Mr. McKinnon wished everyone a Merry Christmas.

***COUNCIL COMMENTS:***

Councilwoman Johnson stated she was in communication with a customer, Mr. Freddie McLaurin. A tree in his yard was trimmed after the hurricane and was destroyed by the town crew. She mentioned the crew should be mindful and very careful when in people's yards.

Councilwoman Johnson mentioned Havana CDC and Main Street had a great meeting on togetherness and wished all and their families a Merry Christmas.

Councilman Bert inquired if the Town received any additional correspondence from the Alexander family regarding their dangerous building. Mr. McKinnon stated a letter was sent to them to appear before the council at the January 8, 2019 meeting. There is a possibility the Town can get assistance through FEMA to demolish the building and place a lien on the property.

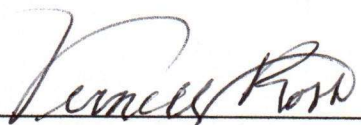
Councilman Bert stated the Town Council needs to participate in the MLK parade and everyone should walk as a group. There was also good representation at the Havana Community Development and Havana Main Street meeting. There were four council members and Chief Smith that attended.

Mayor Ross complimented the town on the Christmas décor on 7<sup>th</sup> Avenue and wished all a Merry Christmas. He inquired if the town employees were off on New Year's Eve. After a brief discussion, motion was made by Councilman Bert and seconded by Mayor Pro Tem Allen to approve New Year's Eve as a holiday for the town crew. Motion carried.

Mayor Ross proudly announced that Havana Northside High School was recommended for the Florida National Register of Historic Places. He also mentioned this is the end of the year and the Town made a lot of progress due to leadership and employees.

Motion made by Councilman Bert and seconded by Mayor Pro Tem Allen to pay bills.  
Motion carried.

Motion to adjourn.

  
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Vernell Ross, Mayor

**ATTEST:**

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Shelia A. Evans, Town Clerk