

**HAVANA TOWN COUNCIL  
Regular Council Meeting  
October 24, 2023 @ 6:00 p.m.**

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

**Roll Call:**

Member(s) Present: Tim Loughmiller (Mayor), Eddie Bass (Mayor Pro Tem),  
Tabatha Nelson, Lawrence Reed, Matthew Wesolowski,  
Penny Key, Nick Bert, and Kendrah Wilkerson (Town  
Manager)

Member(s) Absent: N/A

***VISITORS:***

Louise Bates - 908 Circle Drive - Item #07

Mrs. Bates voiced her continued opposition to the Circle Drive lot split and requested council to be mindful of the citizens that elected them.

Mark McEwen - 105 Oak Avenue - Item #07

Mr. McEwen voiced his continued opposition to the Circle Drive lot split and requested council to be mindful of the citizens that elected them.

Karen Bass - 407 E 9<sup>th</sup> AVE - Item #07

Mrs. Bass spoke in regards to the water run-off and drainage concerns she has as an engineer. (documentation in Exhibit 5)

***Approval of Minutes:***

Motion was made by Councilman Bert and seconded by Councilwoman Bass to approve minutes from the October 10, 2023, Special Council Meeting. Motion carried.

**OLD BUSINESS: N/A**

**NEW BUSINESS:**

**1. Ordinance 403 - Amending Ordinance 387, CBD Boundary Line  
(Final Reading)**

Mrs. Wilkerson, Town Manager, requests final consideration of Adoption of Ordinance 403, which amends Ordinance 387, Central Business District Boundary Map. Mrs. Wilkerson, Town Manager, requested the Clerk to read the ordinance by title only. Ordinance was read by title only by Mrs. Alexander, Town Clerk. Mrs. Wilkerson requested the council to either approve the final reading and the adoption of Ordinance 403, do not approve the ordinance, or give direction on how the Town may proceed.

Councilman Bass motioned to approve the Ordinance 402 as proposed and Councilman Wesolowski seconded. Motion carried.

**2. Resolution 2023-10R - Sun Trails Application**

Mrs. Wilkerson, Town Manager, Capital Regional Planning and Transportation (CRPTA) has identified the Tallahassee to Havana Trail as #3 on the Project Priority List and is pursuing grant funding for the design portion of our leg of the trail. The map attached shows the intended route of the trail which would create a safe multimodal link between Orchard Pond Road and County Road 12. This will provide direct health benefits for our residents as well as economic opportunities through increased bike/walking traffic in our downtown area. Dr. Dunn is in attendance if council wishes to ask questions. CRPTA has requested a resolution in support of a Sun Trails application for funding the design of the Tallahassee to Havana Trail. Mrs. Wilkerson requests council to either approve Resolution 2023-10R, Sun Trails application for funding design, do not approve the resolution or give direction on how the Town may proceed.

Councilman Bert motioned to approve Resolution 2023-10R, Sun Trails Application. Councilman Bass seconded. Motion carried.

**3. ~~Old Elementary School - Next Steps~~ - Moved to Later Meeting**

#### **4. Special Events Permit - Community Festival**

Chief Smith, presented the application on behalf of applicants, Dustin and Amy Wells. Non-profit organization and Mr. Wells will provide tower lights for additional lighting. Application requests the use of the Community Park to host a free food and toy giveaway on the below dates/times:

12/14/23 6p-8p

12/15/23 6p-8p

12/16/23 6p-8p

Requests are use of park, 8 additional trash cans (same day service bag change out for each date) and no vendors will participate. If approved, the Town Manager recommends that Police Department provide extra coverage to ensure safety of the residents. Chief Smith requested council to either approve Special Events Permit for Community Festival for Holiday Giveaways, do not approve the permit or give direction on how the Town may proceed.

Councilman Bert motioned to approve Special Events Permit for Community Festival. Councilman Wesolowski seconded. Motion carried.

#### **5. Fire Department Update**

Mrs. Wilkerson, Town Manager, gave a report on the Havana Volunteer Fire Department. Gadsden County residents are facing unprecedented times in terms of fire service and coverage. Though our municipal and independent volunteer fire department are providing the same direct service that we have always provided, due to the ISO rating change, many residents are seeing higher insurance costs or even losing coverage totally. Detailed Fire Update was provided by Mrs. Wilkerson of accomplishments, upcoming events/meetings, training schedule and the challenges being faced.

#### **Hearing No 2 Continuation of Quasi-Judicial Hearing - Public Hearings**

##### **Item #06 - Lot Split: 106 N Main Street - Final Hearing**

Mayor Loughmiller requested the Clerk to read the agenda title. Mrs. Alexander, Town Clerk, read the agenda item title. Mrs. Wilkerson, Town Manager explained the procedures for the hearing as requested by the Mayor.

Mayor Loughmiller called the public hearing to order and requested the Clerk to confirm compliance with the advertising and notice requirements. Mrs. Alexander, Town Clerk, confirmed that advertising and notice requirements were met.

Each Councilperson was asked by Mrs. Wilkerson, Town Manager to disclose any communications that have been had with anyone about the Public Hearing for Lot Split 104/106 N Main Street. None were disclosed and no councilpersons were excused.

Mrs. Wilkerson, Town Manager, reviewed the evidence in the record and the standard of proof the Council must use in making its decision.

No discussion from the council.

Councilman Wesolowski made a motion to approve the lot split for 104/106 N Main Street. Councilman Bert seconded. Motion carried.

### ***Item #07 - Lot Split: Circle Drive - Final Hearing***

Mayor Loughmiller requested the Clerk to read the agenda title. Mrs. Alexander, Town Clerk, read the agenda item title. Mrs. Wilkerson, Town Manager explained the procedures for the hearing as requested by the Mayor.

Mayor Loughmiller called the public hearing to order and requested the Clerk to confirm compliance with the advertising and notice requirements. Mrs. Alexander, Town Clerk, confirmed that advertising and notice requirements were met.

Each Councilperson was asked by Mrs. Wilkerson, Town Manager to disclose any communications that have been had with anyone about the Public Hearing for Lot Split Circle Dr. None were disclosed and no councilpersons were excused.

Mrs. Wilkerson, Town Manager, reviewed the evidence in the record and noted the following exhibits (No 5 & No 6) were received by the Town subsequent to the first public hearing on 9/26/2023.

Exhibit 5 - Correspondence received subsequent to the first public hearing that notes a position for or against the lot split (Composite Exhibit)

Exhibit 6 - Apalachee Regional Planning Council - Maps and Statistics

Mayor Loughmiller requested Mrs. Wilkerson, Town Manager to review the standard of proof the Council must use in making its decision.

Council deliberated and each council member presented their remarks.

Councilman Bert made a motion to deny the lot split - Circle Drive. Councilman Bass seconded. Motion did not carry.

Councilman Wesolowski made a motion to approve the lot split - Circle Drive. Councilwoman Nelson seconded. Motion carried.

Mayor Loughmiller closed the Public Hearing portion of the meeting.

### ***Report of the Town Manager:***

Public Safety report presented. 20 calls for service of which 3 calls were city and 17 were county. One structure fire and we were back up only. HPD responded to 232 events. Reminder of Trunk or Treat in the park on Tuesday, October 31. Update on walking park update. Sand bag stations will be a part of our normal preparation and it will be unmanned. Sign have been made and will be posted for directions. Police Chief is retiring and he has requested that he wants to keep his phone number and this has been approved in the past retirees and a new chief number and phone will only cost the Town approximately \$30.00.

### ***Recognition of Council:***

Councilwoman Nelson had a question about the speed limit sign at the corner of 9<sup>th</sup> Avenue and Iron Bridge that has been knocked down. Mrs. Wilkerson, Town Manager will have this looked into and taken care of.

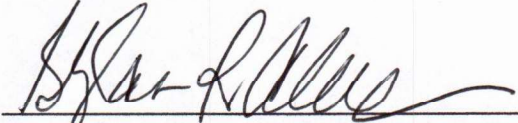
### ***Motion to Pay Bills:***

Councilman Bert made a motion to pay the Town Bills. Councilman Bass seconded. Motion carried.

Motion to adjourn was made by Councilman Bass and seconded by Councilman Wesolowski. Motion carried and meeting was adjourned at 7:10pm by Mayor Loughmiller.

  
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TIMOTHY LOUGHMILLER, JR, MAYOR

ATTEST:

  
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Shryan R. Alexander, Town Clerk

