

**HAVANA TOWN COUNCIL
REGULAR COUNCIL MEETING
September 24, 2019 6 pm**

Member(s) Present: Decorkus Allen, Eddie Bass, Nick Bert, Cathy Johnson, Warkeen Jordan, Vernell Ross and Dwight Vickers

Member(s) Absent: N/A

The meeting was called to order by Mayor Ross.

Invocation and Pledge of Alligence was done by the American Legion Post 84.

Town Clerk Shelia Evans swore in the new council member Mrs. Warkeen Jordan.

Motion to approve the minutes from the August 27, 2019 Regular Council meeting was made by Councilman Bert and seconded by Councilman Bass. Motion carried.

VISITORS:

Mr. and Mrs. Kimmie Lewis, Lewis Plumbing, addressed the council. Mr. Lewis stated that Lewis Plumbing contracted with Havana Community Development Corporation (HCDC) for plumbing services and has not been paid the balance of the contract, \$5,000. After discussing, Mr. Wilbert Butler, HCDC, explained the plumbing work was not completed in a timely manner and another plumber was hired to finish the work. Mr. Howard McKinnon, Town Manager, commented that the issues and disputes were heard. The issue is between the two parties, HCDC and Lewis Plumbing, not the Town.

Mrs. Terri Paul, Havana Main Street, mentioned the council is invited to attend a meeting that will be held on November 12, 2019 at 6pm to kick off the Downtown Branding Campaign. A public forum will be held at the community center and the final presentation will be held on November 14, 2019. Mr. McKinnon advised if the council attends the meeting it will have to be advertised.

OLD BUSINESS:

The council voted in July, 2019 to table the HCDC funding request until this meeting. The request is for \$288,500. Motion made by Mayor Pro Tem Allen and seconded by Councilman Bass to approve \$10,000. Motion prevailed.

NEW BUSINESS:

Mr. McKinnon advised the owner located at 207 4th Avenue East is requesting to move the property line. They own two (2) lots and one is being sold and the request is to evenly distribute the properties. This meets all the zoning requirements and Mr. McKinnon stated he recommends approving. Motion made by Councilman Bass and seconded by Councilman Bert to approve the request. Motion carried.

The owners of the property located at 7th Avenue and 1st Street NE had a survey done to request changing the lot to three separate parcels. This will also conform with the town's zoning requirements. Motion made by Councilman Bert and seconded by Councilman Bass to approve the lot change. Motion carried.

Motion made by Mayor Pro Tem Allen and seconded by Councilman Bert to read Ordinance No. 379, Nuisance on Private Property, one time by title only. Town Clerk Shelia Evans read the ordinance by title. Mayor Ross inquired if there were any visitors to address the council regarding the final reading of the ordinance. With there being no comments, motion made by Councilman Bert and seconded by Mayor Pro Tem Allen to approve the final reading of Ordinance No. 379, Nuisance on Private Property. Motion carried.

The Road Maintenance Service Agreement is an interlocal agreement between Gadsden County and the Town. Mr. McKinnon stated this is a standard agreement for emergency assistance. Motion made by Councilman Bass and seconded by Councilwoman Johnson to approve the Road Maintenance Service Agreement with Gadsden County. Motion carried.

The Funding Request Application was reviewed at the last council meeting. The application will represent funds being requested in excess of \$10,000. Motion made by Councilman Bass and seconded by Mayor Pro Tem Allen to approve the Funding Request Application. Motion carried.

Mr. McKinnon advised JACOBS' contract was discussed during the budget workshop. JACOBS operates the town's sewer plant and they are requesting an increase of about 2%. Mr. McKinnon stated he recommends approval. Motion made by Councilman Bert and seconded by Councilman Bass to approve the contract. Motion carried.

A Special Events Form was submitted to host the annual Pumpkin Festival on October 12, 2019. This is the 20th year for the festival. Also, November 9, 2019 is the Holiday Open House and Winter Festival will be held on December 14, 2019. Chief Smith stated a Resolution will have to be submitted to DOT for the road closures. Motion made by Councilman Bert and seconded by Councilman Bass to approve the special events. Motion carried.

An additional special events request is to host a free concert to assist in raising money for Toys for Havana Kids. The concert is free and 100% of the proceeds will be donated. This event is being held by Vic Vickers. Motion made by Mayor Pro Tem Allen and seconded by Councilman Bass to approve the request. Motion carried.

The advertising deadline passed for the town manager position. There were approximately six (6) applications received. Councilman Bert suggested the council reopen the application process. This is a very important position that will impact the town. It is very important to include a salary range and Florida Retirement system in the advertisement. It was also suggested to include a level two background screening. Motion to reopen the application process was made by Councilman Bert and seconded by Mayor Pro Tem Allen. Motion carried. Mayor Ross mentioned appointing a screening committee to include Councilwoman Johnson, Mayor Pro Tem Allen, Ms. Shirley Aaron and Mr. Jerome Harris. Mayor Pro Tem Allen stated he believes the council was elected to make decisions not a committee. Appointing a committee can be discussed later.

REPORT OF THE TOWN MANAGER:

The deadline to apply for the FRDAP grant is October 15, 2019. If approved, more than 50% of the grant will go toward recreation and playground equipment can possibly be purchased. The council will need to meet and advertise the meeting. The suggested date to meet is October 10, 2019 at 3pm.

The GED program is underway. It is being held at the Cecil G. Trippe Municipal Building. There are approximately six (6) students attending. The classes are Monday, Wednesday and Thursday, 6pm to 8:30pm. TCC administers the class and there are plans to have another semester.

Chief Smith mentioned Lt. Donteris Andrews will be leaving the Town of Havana for a position with Department of Environmental Protection. He started in 2009 and has been a huge asset. He will be missed and the town wishes him well.

Chief Smith discussed Toys for Havana Kids. The program serves approximately 80 children. The community is amazing with generous donations and the Town is looking forward to another great year.

COUNCIL COMMENTS:

Councilwoman Jordan mentioned she is a retired teacher of thirty-seven (37) years. It is an honor to sit and be a part of this council and her plans are to continue Mrs. McGill's legacy.

Councilman Vickers welcomed Mrs. Jordan.

Councilwoman Johnson welcomed Mrs. Jordan and stated she looks forward to working with her. She also inquired about the roofing program. Mr. McKinnon stated the consultant will be here on Thursday to meet with the applicants.

Councilman Bert stated he looks forward to working with Mrs. Jordan.

Councilman Bass welcomed Mrs. Jordan.

Motion to pay bills was made by Councilman Bass and seconded by Councilwoman Johnson. Motion carried.

Motion to adjourn.



Vernell Ross, Mayor

ATTEST:

Shelia A. Evans, Town Clerk