

HAVANA TOWN COUNCIL
Regular Council Meeting
January 09, 2024 @ 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), Penny Key, Tabatha Nelson, Lawrence Reed, Matthew Wesolowski, Nick Bert, and Kendrah Wilkerson (Town Manager)

Member(s) Absent: N/A

VISITORS: None

Approval of Minutes:

Motion was made by Councilman Bert and seconded by Councilman Wesolowski to approve minutes from the December 12, 2023, council meeting. Motion carried.

OLD BUSINESS:

1. Resolution for Lien – Old Elementary School

Mrs. Wilkerson, Town Manager, requested approval of Resolution No. 2024-14R, updating the fines owed by the owners of the old elementary school. The cost has accumulated to \$187,115.00. This is to approve the update of the resolution and at the next meeting there will be other options to consider. Motion was made by Mayor Pro Tem Bass and seconded by Councilman Bert to approve Resolution No. 2024-14R, updating the fines for the old elementary school. Motion carried.

NEW BUSINESS:

2. City Services Contract Amendment

This item was moved to the January 30, 2024, meeting.

3. MSCOP Paving Grant – G2P37 – Task Order

Mrs. Wilkerson, Town Manager, respectfully submitted to the council the MSCOP Paving Grant Task Order that was submitted by Dewberry Engineers. The order is to complete the survey and design deliverables of the project as required by Florida Department of Transportation (FDOT). The total cost submitted by Dewberry Engineers is \$19,300.00. After a brief discussion, motion was made by Councilman Bert and seconded by Mayor Pro Tem Bass. Motion carried.

FIRST PUBLIC HEARING: Short Street – Charlie Salem, Salem Construction

Mayor Loughmiller mentioned this is a public hearing and advised Town Clerk Reena Alexander to read the items listed on the agenda by title only. Town Clerk Alexander read the agenda item by title; PH-01-First Public Hearing, a request for a lot split located on Short Street and advised this is the first public hearing. Mayor Loughmiller asked Town Manager Wilkerson to explain the public hearing process. Mrs. Wilkerson explained the process and stated the hearing is being conducted as a quasi-judicial hearing in accordance with Florida law. Mayor Loughmiller stated all involved will have an opportunity to speak on this matter. Town Clerk Alexander asked for any and all persons wanting to speak to please stand and raise their right hand to repeat the oath. Town Clerk Alexander stated that once the individual comes forward, please state their name clearly for the record and state if you were sworn in. Mrs. Kendrah Wilkerson stated she was sworn in on behalf of the Town. The Town received a zoning application from Mr. Charlie Salem requesting to zone one lot into three lots in the original application. The zoning application was revised by Mr. Salem to subdivide into two lots instead of three. The zoning application was submitted to Apalachee Regional Planning Council (ARPC) for review and the ad was placed in the Havana Herald along with the sign being placed on the property.

Mr. Donald Morgan, ARPC, stated he was sworn in. Mr. Morgan mentioned the first application was reviewed which

created an impervious surface ratio problem with the three lots. The zoning application was updated and resubmitted for two lots instead of three. The zoning regulations and compliance were met with the two lots and were approved for the lot split.

Mr. Charlie Salem, local contractor, stated he is a local contract and purchased property in Havana to improve and beautify the area. The proposed houses will be approximately 1,700 square feet, costing \$235,000 to \$240,000. Councilman Bert inquired about adequate parking. Mr. Salem stated the property will have a driveway, enough to accommodate four (4) vehicles.

General Public Comment:

Ms. Jamie Edens, 711 N Short Street, stated she was sworn in. Ms. Edens mentioned she lives next to the property that is being discussed. Her concern is the splitting of the lots in which she believes the house will be too close to hers. She also stated the demolition crew cut her trees and damaged her fence. Mr. Salem stated he was not aware. Mayor Loughmiller asked if Mr. Salem or the Town would like to cross examine and both parties declined.

After the lengthy discussion, Mayor Loughmiller asked if there were any final comments. Mayor Loughmiller stated the first public hearing is now ended. The second hearing will be held January 30, 2024. The second hearing will be subject to the same public advertisement and notice requirements. At the second hearing there will be no further presentations or testimony to be given but the Council will decide on this matter by final vote.

Report of the Town Manager:

Mrs. Wilkerson stated Town Hall will be closed January 15, 2024 in observance of Martin Luther King Jr. Day. There will also be a community event, MLK Jr. Parade and the council is invited to attend.

Mrs. Wilkerson stated she also included in the agenda packet the anticipated CY24 council meeting dates. The schedule is also posted at town hall. There are two dates listed that will need to be discussed later.

Mrs. Wilkerson disclosed two reserve transfers that were made to the operating account in January 2023. Ms. Wilkerson desires complete transparency with the council and the community. FY 2022 Audit and PSC Gas Audit began on 1/8/2024. Mrs. Wilkerson stated that the playground equipment has been ordered and the plumbing and concrete work has been scheduled.

Mrs. Wilkerson gave the update of HPD. During the months of January – March 2024, LT Kenny Lewis will be acting Police Chief and April – June 2024 will be LT Kuang Bui.

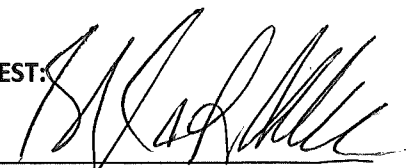
Mrs. Wilkerson gave an update for the HFD. In December 2023 there were 21 calls of which all were county calls. No structure calls. The fire department held its first meeting of 2024 on January 4th. 1 new member joined; 2 members are 80% complete of the certification process. 9 commitments to join and/or get certified (Town Staff) and one (1) already certified.

Recognition of Council:

Mayor Pro Tem Bass reported that he has a gas leak at his property recently and the VFD responded promptly and professionally.

Councilman Bert made a motion to pay the Town's bills and Councilman Wesolowski seconded. Motion carried. Councilwoman Nelson made a motion to adjourn, and Councilman Wesolowski seconded. Motion carried and the January 9, 2024, meeting was adjourned by Mayor Loughmiller at 6:29pm.

ATTEST:


Shrylan R. Alexander, Town Clerk


Timothy Loughmiller Jr., Mayor