***HAVANA TOWN COUNCIL***

***REGULAR COUNCIL MEETING***

***May 25, 2021 6 pm***

***Member(s) Present:*** Decorkus Allen, Eddie Bass, Nick Bert, Janice Hart, Warkeen Jordan (by phone), Jenny Stone and Dwight Vickers

***Member(s) Absent:***

The meeting was called to order by Mayor Allen.

Invocation was led by Mayor Allen followed by the Pledge of Allegiance.

Motion to approve the minutes from the April 27, 2021 Regular Council Meeting was made by Mayor Pro Tem Bert and seconded by Councilwoman Hart. Motion carried.

Mr. Decorkus Allen, Ms. Jennifer Stone and Mr. Dwight Vickers were sworn in by Town Clerk Shelia Evans.

Motion was made by Councilman Bass and seconded by Councilwoman Hart to nominate Nick Bert as Mayor Pro Tem. Motion carried.

Motion was made by Councilwoman Jordan (by phone) to nominate Councilman Decorkus Allen as Mayor and the motion failed. Councilman Vickers motioned to nominate Councilwoman Janice Hart as Mayor and the motion was seconded by Councilman Bass. Motion carried with no oppositions.

***VISITORS:***

Tony Lombardo, Havana Main Street, gave a brief overview of the American Rescue Plan funds that the Town will receive from the Government. The funds are part of President Biden’s Stimulus Plan and the Town is set to receive approximately $717,000.00. Mr. Lombardo advised that he met with Bill Piotrowski, Havana History & Heritage Museum and Wilbert Butler, Havana Community Development Corporation. The committee members recommend the Council form a review committee to include members from their organizations for the funding that will be received.

***PRESENTATION:***

Anthony Viegbesie, Gadsden County Commissioner and Kimberly Moore, Tallahassee Community College (TCC), gave an overview of the County’s plans to start Gadsden Youth Initiative. Gadsden County is reaching out to all municipalities to partner in this program and advised TCC will provide the training. Research indicates the unemployed age group is 16 – 24 years of age and Gadsden County has the highest unemployment rate for this area. There is a very ambitious timeline and the program wants to start and finish by August 19, 2021. The purpose of attending this meeting is to request the Council assist and invest in this program. This will give our students of Gadsden County an opportunity of a life-time. The program will assist the youth in

***Regular Council Meeting***

***May 25, 2021***

***Page 2***

getting ready for the job market in our county. Students will also leave the program with skills from the training and receive certified credentials that can be taken anywhere. We also see this as a way to attract businesses to this area. After a brief discussion, motion to commit and fund three (3) students was made by Mayor Pro Tem Bert and seconded by Councilwoman Stone. Motion carried.

***OLD BUSINESS:***

N/A

***NEW BUSINESS:***

Mr. Bradford Johnson, Town Manager, mentioned this is a public hearing for the second reading of Ordinance No. 386, Alcohol Beverage amendment. The amendment will reflect a time change for Sunday sales to 8 am to 12 am (midnight). With there being no additional comments, Town Clerk read the ordinance by title. Motion to approve Ordinance No. 386 was made by Mayor Pro Tem Bert and seconded by Councilman Bass. Motion carried with no oppositions. Chief Tracy Smith advised that he will contact all businesses to advise of the changes.

Capital Health Plan (CHP) is seeking approval for the town’s personnel healthcare plan. Mr. Johnson advised Plan 3102 is fairly consistent with previous plans and he recommends the council’s approval. Motion to approve the employee healthcare plan was made by Councilman Bass and seconded by Mayor Pro Tem Bert. Motion carried.

Resolution No. 2021-03R Utility Rates is seeking approval for the solid waste increase. Waste Pro is proposing a $2.50 increase for recycling to cover the disposal fee. Mr. Johnson advised there was an extensive conversation previously about the bulk pickup and read the letter the Town received from Waste Pro. Mr. Paul Harbin, 918 Circle Drive, made comments regarding Waste Pro’s contract and referenced Section 10.2. He advised there was nothing in this section that allows for recycling. Mr. Johnson mentioned he reached out to the Waste Pro representative to attend this meeting. Councilman Vickers made a recommendation for the Town Manager to contact Jefferson County regarding their garbage service. After the discussion, motion was made by Mayor Pro Tem Bert and seconded by Councilman Bass to approve the increase and notify customers.

Mr. Johnson advised the Florida Municipal Power Agency (FMPA) Line Training Program agreement is due for renewal. This service is mandatory for the town’s electric crew and he recommends approval. The cost is $370.23 per month and the funds are within the training budget for the electric department. Motion to approve the FMPA Training Program agreement was made by Councilman Bass and seconded by Mayor Pro Tem Bert. Motion carried.

***Regular Council Meeting***

***May 25, 2021***

***Page 3***

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

Mr. Johnson mentioned the 2018 – 2019 Financial Audit was completed by the town’s auditors, James Moore and Company. The auditors have plans to schedule a special meeting with each Council member to present the report for discussion.

Mr. Johnson explained his findings regarding the Land Loan/Purchase Negotiations for the Museum. After the previous regular council meeting, staff received information regarding the stipulations of the town’s program income funds. The funds would require the Museum to display one (1) low to moderate income job created for each $35,000 borrowed. Given this directive, the Museum decided to seek a loan from another entity.

The town’s staff is working with the contracted Architect to complete the preliminary site survey for the police department. Staff conducted a review of the electrical needs and the cost for upgrades. As construction costs continue to rise, staff will continue to conduct preliminary plans in anticipation of a decrease in the costs of building materials.

Florida Department of Economic Opportunity (FDEO) Technical Assistance Grant for the Havana Bike Trail was discussed. Town staff along with Apalachee Regional Planning Council created a working group with local cyclists and Havana Main Street to implement a feasibility study to construct a bike trail through Havana. A grant in the amount of $30,000.00 has been requested to conduct the study. Mr. Johnson advised the study will explore necessary infrastructure.

A legislative request was submitted but not funded during this legislative session for the sewer lift stations. Town staff is working with the town’s engineering consultant to submit a proposal to both the US Department of Agriculture (USDA) Rural Development and Florida Department of Economic Opportunity (FDEO) for a Community Development Block Grant (CDBG) for funding. Mr. Johnson advised the town is still under a consent decree to seek these necessary improvements.

The Town fulfilled the requirements of the Northwest Florida Water Management District by conducting its annual Water-Loss Analysis to maintain the permit to sell water for consumption. Mr. Johnson reported the town is fully compliant with this requirement.

The Town is working with Havana Main Street to repaint the fire hydrants in the downtown corridor. A contest for painting the hydrants was advertised in the local newspaper on May 20, 2021. A closing date for entries is scheduled for June 24, 2021. The judges for the contest will be Town Manager Bradford Johnson, Police Chief Tracy Smith and Fire Chief Patrick Coyne. The final designs will be presented to the Council

***Regular Council Meeting***

***May 25, 2021***

***Page 4***

for approval. Mr. Johnson mentioned all hydrants will be painted according to the National Fire Protection Association (NFPA) paint color standards and will remain numbered according to the Town’s numbering system.

Mr. Johnson advised the second reading of the ordinance for the Central Business District updates will be held on June 7, 2021. According to the town’s attorney, the second reading must be advertised and held ten (10) days from the previous meeting.

The Federal COVID Relief funding for Florida Cities was discussed by Mr. Johnson. This item was previously mentioned by Mr. Tony Lombardo of Havana Main Street. In addition to allowing for flexible spending up to the level of government revenue loss, recipients can also use funds to support public health expenditures. At this point, there is no clear idea as to how the money will logically get to the Town and staff is working with the Florida League of Cities (FLC) regarding the disbursement.

Mr. Johnson reminded the Council that the Town’s business always moves swiftly and there is a need to make sure that all sit down to discuss matters so everyone is informed of what is going on.

***COUNCIL COMMENTS:***

Councilman Vickers inquired about the repairs to Live Oak Lane East. Mr. Johnson advised the town crew is working to finished the repair by the end of the week. Councilman Vickers also stated the Police Department was named in honor of Coach Vernell Ross. He mentioned naming the Fire Station in honor of Mr. Don Vickers. Mr. Vickers served the community as Fire Chief for many years. After a brief discussion, motion was made by Councilwoman Stone and seconded by Mayor Pro Tem Bert to rename the Fire Station to honor Mr. Vickers. Motion carried.

Councilwoman Stone congratulated Mayor Janice Hart.

Mayor Pro Tem Bert congratulated Mayor Hart.

Councilman Bass mentioned congratulations to Mayor Hart.

Mayor Hart thanked all for entrusting her with this position.

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

***Regular Council Meeting***

***May 25, 2021***

***Page 5***

Motion to adjourn.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Janice L. Hart, Mayor

***ATTEST:***

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Shelia A. Evans, Town Clerk