

**TOWN OF WELAKA**  
**REGULAR TOWN COUNCIL MEETING**

November 8, 2022, at 6:00 PM  
Honorable Willie Washington, Jr. Town Council Room  
400 4<sup>th</sup> Avenue, Welaka, FL 32193

*(This meeting will be broadcasted, for view only, on the Town of Welaka's Facebook Page)*

**1. CALL TO ORDER**

- 2. 1. PLEDGE OF ALLEGIANCE**
- 2. INVOCATION**

**3. ROLL CALL BY TOWN CLERK , Meghan Allmon**

**4. ADOPTION OF PREVIOUS MINUTES:**

- a. October 11, 2022, Regular Meeting Minutes**

**5. APPROVAL OF CURRENT AGENDA**

**6. RECOGNITIONS**

- a. Council President Finch completed an on-line 4-Hour Ethics Class with FLC on October 19, 2022**

**7. PUBLIC HEARINGS**

**1. ORDINANCE 2022-08 AN ORDINANCE PURSUANT TO CHAPTER 180, FLORIDA STATUTES CREATING A TOWN OF WELAKA UTILITIES SERVICE DISTRICT**

**2. ORDINANCE 2022-09 MUNICIPAL ELECTION YEAR 2023**

**8. RESOLUTIONS**

- 9. 1. RESOLUTION 2022-09 - Subtropical Storm Nicole - State of Emergency**

**10. PROCLAMATIONS**

- 1. None**

**11. PUBLIC COMMENTS**

*A 'Request To Speak Form' shall be completed and submitted to the Town Clerk to officially address the Town Council. There will be no response to the speaker by Council or Town Staff, except the Councilmembers desiring to address a comment made during this part of the meeting may do so under Section 13 of this section. One specific issue per Form may be submitted, and you will have up to 3 minutes to address the Council.*

## **12. PRESENTATIONS / REPORTS TO TOWN COUNCIL**

### **1. Citizens Advisory Committee Update**

*Presentations are scheduled by individuals or businesses to inform the Town Council of issues, projects, etc. The Council shall not take formal action upon issues or matters presented under presentations at the same meeting. If formal action is desired, such matters shall be deferred and scheduled for a subsequent or future Council Meeting for consideration. Council may, however, by a majority vote, act on items they deem necessary and appropriate. Items not requiring Council action shall be directed to the mayor for consideration and further action.*

## **13. CONSENT AGENDA ITEMS**

### **1. Sewer Credits for Businesses on Welaka Utility System**

## **14. NON-CONSENT AGENDA ITEMS**

- a.** Request for approval of Engineering Firm for Wastewater Treatment Plant
- b.** Request for approval of Digital Signs for Welaka by Citizens Advisory Board
- c.** Discussion of the North Street Dock
- d.** Discussion of Sewer Credit for Sportsman's Harbor Residents from Hurricane Ian
- e.** Discussion of Building Department moving forward

### **1. TOWN MATTERS**

### **2. ZONING RECOMMENDATIONS**

### **3. UTILITY MATTERS**

- a.** None

## **15. DEPARTMENT REPORTS**

### **1. PUBLIC WORKS DEPARTMENT REPORT: JOHN STUART, Supervisor**

- a.** Report on Street Repair Project status
- b.** Report on overall Maintenance of the Town

### **2. UTILITY DEPARTMENT REPORT: TYLER BUFORD, Supervisor**

- a.** Report on Town Utility System

### **3. POLICE CHIEF MICHAEL PORATH**

**4. TOWN ATTORNEY PATRICK KENNEDY REPORT**

- a. Estate of Allen Scott Reimbursement of Attorney Fees

**5. TOWN CLERK MEGHAN ALLMON REPORTS**

**16. MAYOR & TOWN COUNCIL REPORTS**

**1. MAYOR WATTS**

- a. FEMA Claim Update

**2. COUNCIL PRESIDENT JESSICA FINCH**

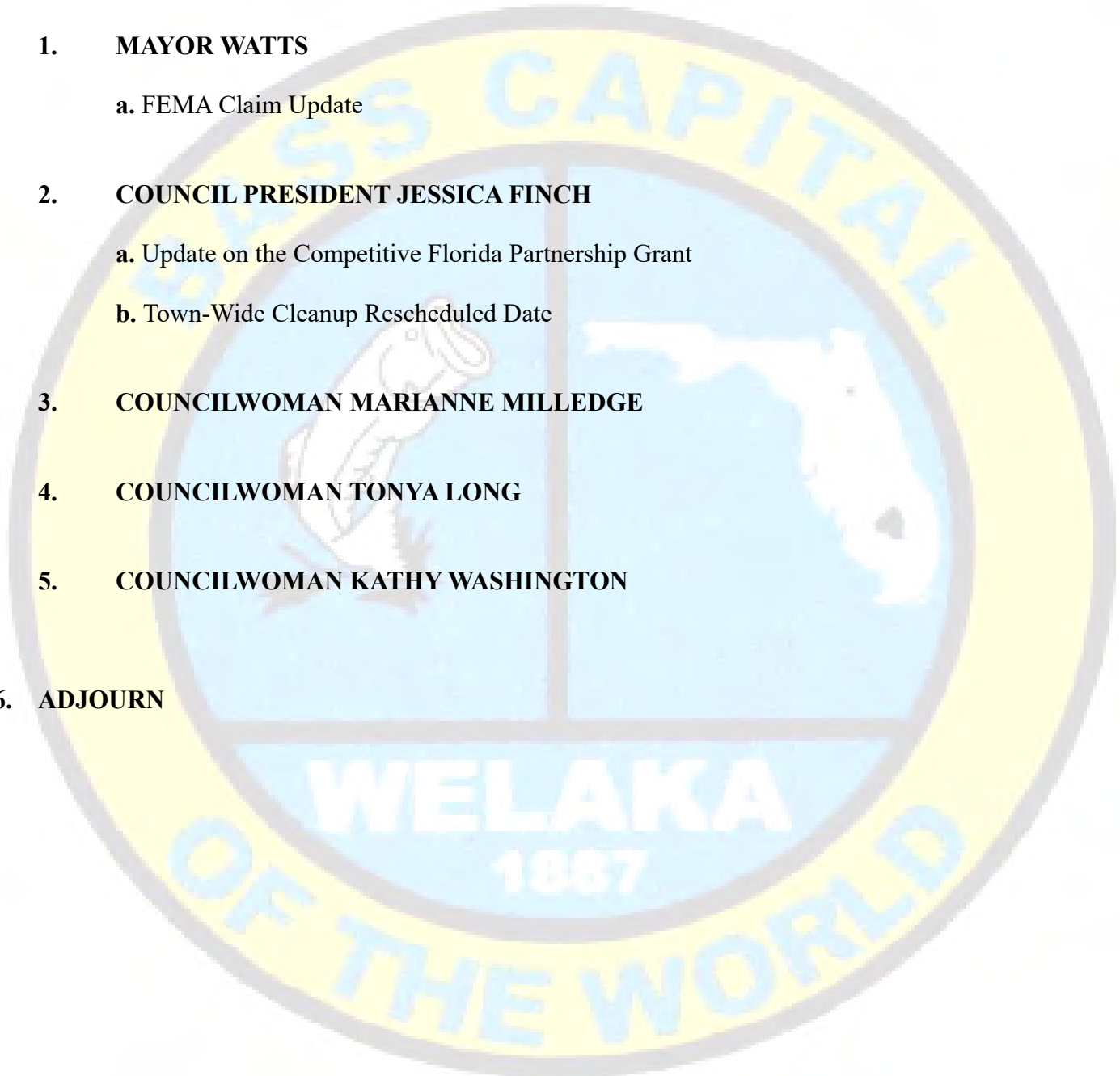
- a. Update on the Competitive Florida Partnership Grant
- b. Town-Wide Cleanup Rescheduled Date

**3. COUNCILWOMAN MARIANNE MILLEDGE**

**4. COUNCILWOMAN TONYA LONG**

**5. COUNCILWOMAN KATHY WASHINGTON**

**16. ADJOURN**



## 10/11/2022 Town of Welaka - Regular Town Council Meeting Minutes

2.2 Pastor Dan gave the invocation.

3. Roll Call: Mayor Watts, Council President Jessica Finch, Councilwoman Marianne Milledge, Councilwoman Tonya Long Councilwoman Kathy Washington, and Town Attorney, Patrick Kennedy – all present.

4. a. Finch motioned to accept 9/13/22 Regular Meeting Minutes Milledge seconded. Passed 5/0.

b. Milledge motioned to accept 9/23/22 Budget Meeting Minutes Finch seconded. Passed 5/0.

c. Finch motioned to accept 9/26/22 Hurricane Ian Meeting Minutes and Long seconded. Passed 5/0.

5. Motion to accept current Agenda made by Finch and Washington seconded. Passed 5/0.

6. Mayor recognized Meghan Allmon, Town Clerk, for her FL Association of City Clerks Membership. Everyone clapped.

7. Public Hearings – None.

8.1. Mayor Watts read the entire RESOLUTION 2022-08 aloud.

Town Attorney mentioned that the Zoning Board addressed an issue with a misplaced shed on a resident's property and the Zoning Board came to an agreement with the resident. He said a boundary survey is not the same as an actual land survey. It simply shows the boundary lines and roadways. He provided a few exceptions in RES 2022-08 also. The Mayor or staff can make decisions, if presented, also, at their discretion. The person or resident can also appeal to the Zoning Board with the questions or concerns as we invite the opportunity to bring it to the Zoning Board.

Washington asked that if someone wants to put a new porch on their house, or a fence, will they need a boundary survey done? Town Attorney said yes unless they can meet one of the 2 exceptions. He mentioned the cost of the boundary survey will be \$400 and included in the permit package.

Finch made a motion to accept RES 2022-08 and Long seconded. Passed 4/1. Washington disagreed, Nay.

9.1. PROCLAMATION 2022-13 – The entire Pink Out Putnam woman's group stood at the podium and the lead speaker read the entire Proclamation 2022-13 aloud.

Finch made a motion to accept PROC 2022-13 and Milledge seconded. Passed 5/0.

10. None.

11.1. They Woman's Club and Pink Out Putnam women spoke at the podium. One of the ladies in the past served as the Welaka Code Enforcement also. She went down south and saw everything was pinked out in the town and decided to continue that tradition here in Putnam County. In 2014 the POP donated \$500 to the Putnam Cancer Fund. Every year it evolved more and more. In 2021, they donated \$15,000! They're hoping to bring in more money each year. The money stays local, and the Putnam citizens can get the treatment and extras that POP can provide. It's for any cancer patients, not just breast cancer. They have pinked out the Welaka Town Hall and anyone or any businesses are welcome to get flocked at any time during October. Fall Festival on 10/29/22 will be at the Woman's Club. Hitchcock's is letting them bag groceries this Saturday, 10/15/22.

Mayor Watts would like to give POP a \$250 donation.

Finch made a motion to accept the donation of \$250 to POP and Milledge approved. Passed 5/0.

Town Clerk will cut a check and have it available on 10/12/22 for them to pick up.

11.2. Sunday 10/30/22 – Halloween Parade 12 noon at Downtown Park to Jefferson Smith Park. Harriett VanSlyke volunteered to do free hotdogs for the children also.

11.3. Scott Turnbull – North Street dock status? Mayor Watts said he’s having a hard time with the engineers. He asked the Council if it’s ok to put on the Agenda next month. Everyone agreed.

Scott asked Town Attorney about city boat ramp ownership. Town Attorney has joined meeting with council members and staff, and he said the county maintains the ramp and it’s their ramp. They county will cooperate if we want to do anything with it. They have recreation dollars and if we have a plan to make improvements, the county will cooperate with us. From what he can tell, it belongs to the county.

Mayor asked if the Town would also be responsible for Elm Street also since that’s a county road also? Town Attorney said the county will look at the issue or plan and let us know.

Scott asked about the Jim King Trail as it expires 4/30/23. Bathroom, fence and kayak launch on the canal may be their options.

Minimal Wake or No Wake signs for the boat ramp, the springs and Bryant’s Wharf area are needed. Mayor Watts asked the Town Attorney what are our boundaries out into the river? Town Attorney said we may have to do submersible land right leases of some sort.

Finch spoke with someone this afternoon and they said if we work with FWC, maybe they can do the studies and do the work and research for it, we could then make our recommendations.

Milledge said when she moved here 20 years ago, the signs were there and now they’re gone. Scott agreed.

Finch said certain times of the year, signs could say Slow Wake or No Wake Zones.

Mayor told Scott that when he speaks with FWC, mention this, especially for the Sportsman Harbor residents that are experiencing waves into their flooded properties.

Laurie Porath asked Scott about the Jim King Trail in the Harbor. Scott said the Harbor residents do not want anything done with this Jim King Trail. Laurie said a picnic table would be fine but not a kayak ramp. Scott said there’s 7 things on the grant. Restrooms, picnic area, pickleball ramp, fishing pier, bathroom. Laurie asked where the parking is going to be? Finch and Scott said that 4 out of the 7 items on the grant list must be chosen.

Mayor asked Scott to come to Town Hall tomorrow and he will get Fred Fox on the phone to see what the status is. Scott said that the Harbor is Town property and he’s not trying to upset anyone. Milledge said that if we don’t use this grant, will it affect other grants? May Watts said it’s a Legislative Appropriation, not a grant. Milledge said it’s \$50,000 to put a bathroom in there and sounds expensive.

Finch said do you think a Workshop or Meeting is necessary? Mayor Watts said yes. Next years budged will be funding the South next year due to this Hurricane so we are trying to act now and utilize it.

Audience woman said that we should not be putting in a bathroom in the Harbor because as of right now, after this hurricane, the residents are going to the bathroom in buckets because the sewer is turned off. Mayor said that with the new WWTP system, this will not be an issue in the future. \$2.5 Million in repairs will have better tanks and piping.

Audience woman said that there’s been vandalism in the bathrooms here and a new bathroom in the Harbor may attract more vandalism there also. If it gets built, they need to be locked at night.

12. Sewer Credits – Milledge made a motion to accept sewer credits. Finch seconded. Passed 5/0.

13.a. Scott Turnbull spoke about the digital sign status. They narrowed it down with the 3 options in the Agenda Packet. He recommends the 5x8’ sign and can be moved if needed. 5-year contract with this plan. 8 rows of text and videos. It’s \$23,440 plus installation. Rocks and vandalism are covered. He’s asking for an approval of up to \$30,000 for the sign. Milledge asked if this included installation? Scott said we need an electrical contractor to install. Scott said Green Cove and Debary paid \$56,000 each for a very similar sign. Washington asked if this is a cloud-based SW sign? Scott said yes. Laurie Porath asked if it’s double-sided. Scott said yes. Finch said we could plant trees around it and we can move it in the

future if needed. Mayor said we can place the sign perpendicular to the road. Washington asked how much the installation would be? Scott said we can get a contractor and pour the concrete slab and wiring. Town Attorney said we'll speak with the Building Inspector here also. Washington asked if we could extend the warranty after 5 years? Long said could possibly add it to our Town FMIT insurance policy also. Town Attorney asked if the brightness would affect residents, make sure we investigate it.

Milledge said we need more information for the installation price. Long said we need to get a commercial contractor to give us a total installation cost. Scott agreed to obtain the numbers and present it next month. Washington asked if other companies included installation. Scott said yes, the Pomona Park \$5,600 sign does include installation.

13.b. Courtney Desouza spoke about purchasing a Christmas Tree for the Town presented to the Council. The lighting of the Tree, bringing the community together. \$500 off the first tree in the Agenda Packet. She spoke to John Stuart, and he said the 14' tree would be big enough out front. Cortney asked if we could use ARPA funds for this purchase for \$13,339.00 for a commercial tree. That includes the \$500 off. There are different color selections also.

Milledge said that we purchased a tree, and we planted it out front and the Town always decorated and lit up every year. \$13,000 for an artificial tree is too much money. Courtney said she cannot remember the last time this Town Hall tree was decorated. Milledge said we're a small Town and we do not have a lot of children left in the Town. She said, in her opinion, this tree is too expensive.

Finch said she remembers when this tree was planted out front and we should decorate the tree that we have here and invite the kids to decorate it. Milledge said we can all get together with the kids and decorate it. Mayor said we should get this decorated and have a lighting of the tree before the Christmas Parade.

14.1.a. John Stuart said that the paving company, PSA, is waiting for the contract to be signed. We will rent the cold planer again so we can fix the potholes on various roads.

14.1.b. He mentioned that they did 7 solid days of brush cleanup from Hurricane Ian. Even on a Saturday. 58 loads were brought off the roads by the Public Works crew. Lots of work! Mayor Watts said that FEMA will be reimbursing the Town 87.5% of our expenses from Hurricane Ian.

He has new swings and has been so busy picking up the Town before and after the Hurricane, he's been trying his hardest.

14.2.a. Mayor said that normally 55,000 gallons per day and during Hurricane Ian, the pumps and systems were working overtime and it showed 150,000 gallons at one point. It was a strain on the sewer system and it's using around 80,000 gallons now. The Harbor is slowly getting turned back on. The river water is filling up the pods in the Harbor and parts are still flooded. Power went out several times and FPL was awesome and very helpful. Lift Station 1 went down with no electric but came back on. It's a critical lift station. The Water Plant power was down for 2 hours, and the generators kicked on and worked perfectly. Holly, the Mayor in Sanibel Island, reached out to Mayor Watts and their Town was devastated. 90% of her Town was gone from Hurricane Ian. Please say some prayers for our southern Towns as we were very fortunate, and the southern Towns were not. Mayor said that all our neighboring Towns are all going to make a list of equipment that everyone has so we can all share it when needed.

FEMA will reimburse us for debris removal, O/T Hours with employees, system damage (controllers that were and are under water \$500 each).

14.3. Chief Porath – Meeting with 3<sup>rd</sup> officer tomorrow. Some people are spreading kickback that we do not need more Officers. He said that we need more so that we can have 24x7 police coverage for the Town. Crime and service calls are increasing. We're building out Police force with quality Officers, as we need.

After Hurricane Ian, if you do not live in the Harbor, the potholes are severely damaged, and roads are under water still. Unless you are a resident in there, he asked please do not drive in there. You are creating wakes that are flowing into people's driveways, garages and even into homes. He mentioned that.

JAG Grant – yesterday the paperwork made it to the Chief of the Bureau. Bozard Ford is ready to go. When we get the PO to them, they can build the vehicle for us.

Another JAG Grant available at the end of the month, he'll consider applying to purchase a new flashing light sign on a

trailer.

Mayor said that the radios were a wonderful decision and were very helpful all through the Hurricane and are used daily with the workers of the Town.

14.4. None

14.5. None

15.1.a. Mayor already spoke on this earlier.

15.2.a. Finch met with NEFRC and we're not trying to make this Town into a huge grown Town. We just want to get ahead of this growth so that we can control what comes and tries to come to this Town in the future.

She said Tuesday, 11/15/22, 5:30/5:45 PM Workshop Meeting for the Town. Survey for people to turn in – put in Newsletter and schedule a Workshop. Needs to be inside. We need to decide soon and finalize in January and totally wrap it up by May 2023. Boards with drawings, informal Workshop. Town's job to promote and advertise this.

Town Attorney said the School of Architecture will provide pictures of the building and street designs to put various displays together for us to see. A professor specializes in water-front design also. They'll give us good ideas.

Finch is attending a FL Re-development Assoc. training session starting tomorrow, 10/12/22.

15.2.b. Finch said the Town Cleanup is postponed due to Hurricane Ian.

Finch said she'll be taking cats in this Friday.

Mayor mentioned construction materials will not get picked up by the Town employees.

Town Clerk asked if the size of brush may be too large or something that can be picked up by hand. Mayor agreed. Not too large.

15.5. Washington asked if Pauline is State certified? Mayor explained that she is getting her hours of experience now and needs over 2,000 hours or so.

Washington asked Town Clerk if the sexual harassment classes have been started yet? Town Clerk said that she will work on this tomorrow and is working with Anita from FLC to schedule classes and log-in accounts.

Get our Agenda Packets out to the Council a week before please. Mayor said that the Friday prior, the packets will be sent out and, on the website, if residents wanted to view or print them.

Washington told Courtney Desouza that she shouldn't be carrying around the gift cards that were purchased by the Events Committee vendor money. The Town needs to be holding these cards.

Milledge asked why the foam party was debited and the credits were smaller.

Desouza said she was just holding the funds and purchased the cards for future events give-outs. Desouza will give the cards to the Town Clerk and will run all income and expenses through the Town Clerk also.

Town Attorney said it's not a trust issue, it's how we need to do business. All income and expenses will be accounted for going through the Town Clerk. The events we host are not to earn money but to have the residents enjoy.

16. Adjourned 7:38 PM



FLORIDA LEAGUE OF CITIES, INC.  
UNIVERSITY

135 E. Colonial Drive, Orlando, FL 32801  
[www.flcuniversity.com](http://www.flcuniversity.com)

Ethics Training – Wednesday, October 19, 2022

Dear Jessica Finch,

This email confirms your completion of the four-hour (4-hour) Ethics Class required in Chapter 112, Florida Statutes. You completed this class on Wednesday, October 19, 2022. The class was virtually held from 10:00 a.m. to 12:00 p.m., covering Florida Ethics Law and 1:30 p.m. to 3:30 p.m. covering Open Records and Public Meetings Law. The required four hours are comprised of:

Two hours of Chapter 112, F.S. – The Florida Ethics Law  
One hour of Chapter 119, F.S. – The Open Records Law  
One hour of Chapter 286, F.S. – The Public Meetings Law

The October 19 class fulfilled the state-mandated, annual ethics training requirement for 2022. We suggest that you forward this email to your clerk as a record of your Continuing Education in Ethics Training fulfillment for calendar year 2022. If you are in receipt of this confirmation on behalf of an elected official, please forward this confirmation to them. Thank you for your participation, and we look forward to seeing you at future FLC University programs! If you have any questions, please contact us at the FLC University Office in Orlando: [CBarton@flcities.com](mailto:CBarton@flcities.com) or 407-367-3443.

Best Regards,

A handwritten signature in black ink that reads 'Lynn S. Tipton'.

Lynn Tipton  
Director, FLC University  
Florida League of Cities, Inc.  
[ltipton@flcities.com](mailto:ltipton@flcities.com)



## ORDINANCE 2022-08

AN ORDINANCE PURSUANT TO CHAPTER 180, FLORIDA STATUTES CREATING A TOWN OF WELAKA UTILITIES SERVICE DISTRICT; ESTABLISHING THE BOUNDARIES OF THE DISTRICT; AUTHORIZING THE EXTENSION OF MUNICIPAL UTILITIES WITHIN THE DISTRICT; REQUIRING ALL PERSONS OR CORPORATIONS LIVING OR DOING BUSINESS WITHIN THE DISTRICT TO CONNECT TO THE TOWN WATER AND WASTEWATER SYSTEM WITHIN 365 DAYS OF AVAILABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Welaka owns and operates a central water distribution system and a central wastewater collection system and treatment facility; and

WHEREAS, the Town's utility systems are capable of delivering water and wastewater utility service to areas outside the municipal limits of the Town; and

WHEREAS, Chapter 180, Florida Statutes authorizes municipalities to extend their water and wastewater utilities beyond their municipal limits to provide utility services to unincorporated areas within the general vicinity of the municipality; and

WHEREAS, Section 180.02(3), Florida Statutes authorizes municipalities to create a utility zone for up to five (5) miles from the corporate limits of the municipality; and further authorizes municipalities to require customers in that area to connect to the municipal water and wastewater systems, when available; and

WHEREAS, the extension of water and wastewater systems by the Town of Welaka within the subject utility district is environmentally sound and avoids costly duplication of infrastructure;

NOW, THEREFORE, BE IT ENACTED by the Town Council for the Town of Welaka, as follows:

**Section I. Creation of District.** There is hereby created the Welaka Utilities Service District (hereinafter referred to as the "District".)

**Section 2. District Boundaries.** The District shall have the following described boundaries:

The Point of Beginning is a point on the North side of the right of way line for CR308 where the CR308 right of way meets the shore of the St Johns River: From said Point of Beginning, run Easterly along the Northerly right of way line for CR308 to a point where said right of way line intersects with the East line of Section 20 in Township 12, Range 27; thence Northerly along the East line of Sections 20, 17, 8, and 5 to Northeast corner of Section 5 (the Southerly boundary of the Town of Pomona Park); thence Westerly along the North line of Section 5 and North line of the East Half of Section 6 to the point where the North line of Section 6 intersects with the right of way line of CR308B (and the Southwest corner of the boundary of the Town of Pomona Park) thence Northerly along the Western boundary of the Town of Pomona Park (the East line of the West half of Section 31 and part of Section 30 in Township 11, Range 27) to a point where the western boundary of the Town of Pomona intersects with the Southerly right of way line of SR15/US17; thence Northerly along the Westerly right of way line of SR15/US 17 to a point where said right of way intersects North line of Section 25 in Township 11, Range 26; thence Westerly along the North line of Sections 25, 26, 27 and 28 to the point where the North line of Section 28 meets the shore of the St Johns River; the Southerly along the shores of the St. Johns River to the Point of Beginning.

LESS AND EXCEPT that area described in the Public Record in and for Putnam County as Beechers Point Subdivision (MB5 P76) wherein the properties are served with potable water and wastewater services by Florida Governmental Utility Authority as of the Effective Date of this Ordinance.

A map of the District illustrating the above-described boundaries, including the stated excepted area, is attached hereto, and incorporated herein as Exhibit A.

**Section 3. Extension of Utilities Authorized.** The Town is authorized and empowered to extend its water and wastewater utilities, including utility lines, lift stations, booster pumps, wells,

storage tanks, and all other utility appurtenances to all areas within the District. All such utility extensions shall be governed by and pursuant to the Town of Welaka's Code of Ordinances.

**Section 4. Connection to Water and Wastewater System Required.** All persons or corporations developing property (either commercial, industrial, or residential) after the effective date of this Ordinance within the District shall be required to connect to the Town water and wastewater system within 365 days of when it becomes available. For purposes of this Ordinance, wastewater shall be deemed "available" as provided in Section \_\_\_\_\_, F.A.C. which is hereby incorporated by reference.

**Section 5. Utilities of Similar Character Prohibited.** No private or public utility shall be authorized to construct within the District any system, work, project or utility of a similar character to that being operated in the District by the Town unless the Town consents to such construction.

**Section 6. Effective Date.** This Ordinance shall take effect immediately upon its final adoption by the Town Council.

ATTEST:

SIGNED:

\_\_\_\_\_  
Meghan E. Allmon, Town Clerk

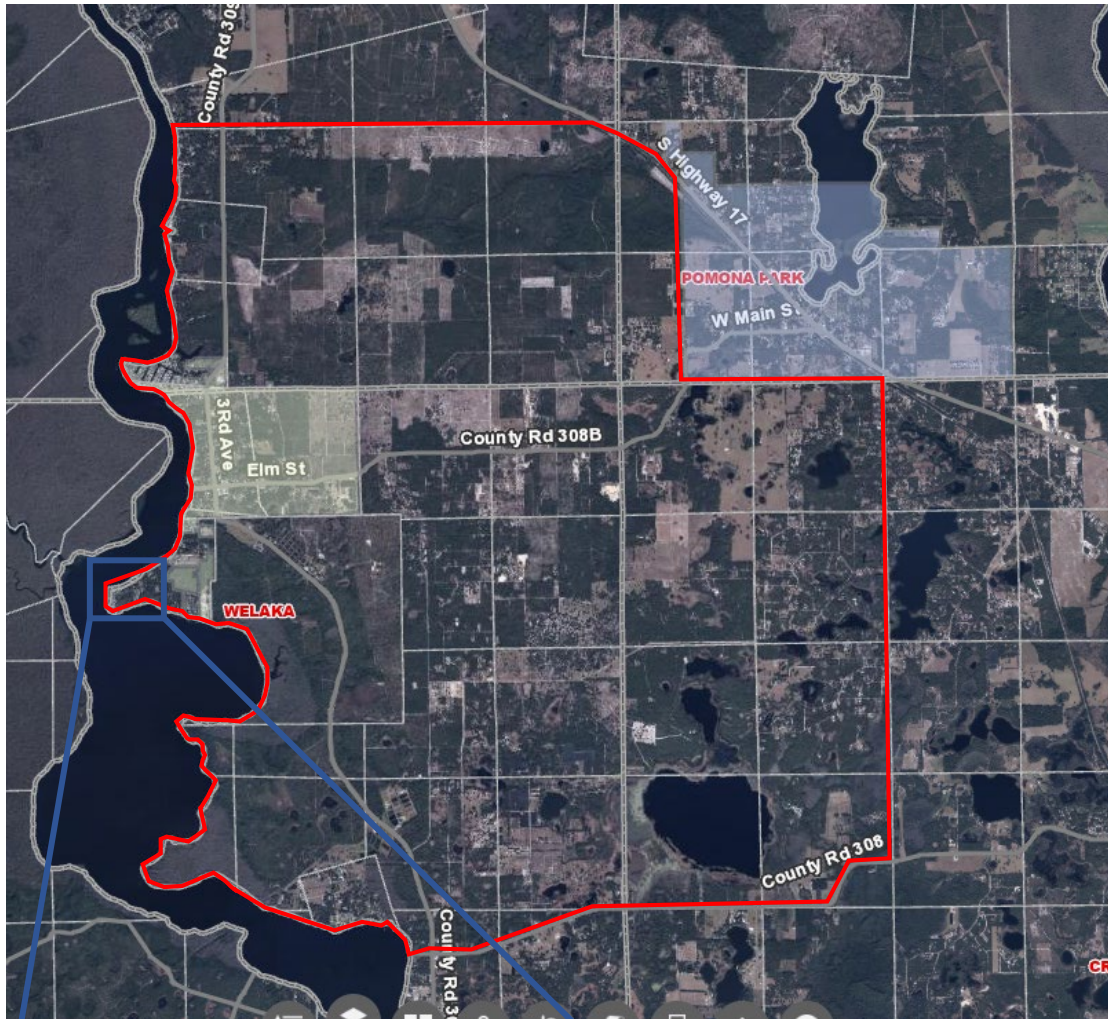
\_\_\_\_\_  
Jamie D. Watts, Mayor

APPROVAL AS TO FORM AND LEGALITY:

\_\_\_\_\_  
Patrick Kennedy, Town Attorney

\_\_\_\_\_  
Jessica Finch, Council President

EXHIBIT A  
TOWN OF WELAKA  
CHAPTER 180 UTILITY DISTRICT



Excepted Area from Welaka Chapter 180 Utility District:  
Beechers Point S/D (MB5 P76)

**ORDINANCE 2022-09**

**MUNICIPAL ELECTION YEAR 2023**

**AN ORDINANCE PROVIDING FOR THE MUNICIPAL ELECTION IN WELAKA, FLORIDA, TUESDAY, MARCH 7, 2023, PRESCRIBING THE METHOD AND MANNER OF HOLDING SAID ELECTION.**

**BE IT ORDAINED BY THE TOWN COUNCIL OF WELAKA, FLORIDA:**

**Section 1** Municipal Election for the Town of Welaka, Florida, will be held on Tuesday, March 7, 2023, at The Church, 638 3<sup>rd</sup> Ave., Welaka, FL 32193, with the polls, open from 7:00 a.m. to 7:00 p.m. on said date.

**Section 2** The following offices are to be filled at said election:

Councilperson	Two-year term
Councilperson	Two-year term
Mayor/Councilperson	Two-year term

**Section 3** Candidates desiring to have their names on the ballot for said Election must file a petition with the Putnam County Supervisor of Elections located at 2509 Crill Avenue Suite 900, Palatka, Florida, signed by ten (10) or more qualified Electors of the Town of Welaka, Florida between Friday, 12:00 noon, January 6, 2023, and Friday, 12:00 noon, January 20, 2023.

**Section 4** In accordance with Florida Statute 97.055, Voter Registration will be accepted thru Monday, February 6, 2023, The Public Logic and Accuracy Testing on the voting equipment will be held at 1:30 p.m. on Tuesday, February 14, 2023, at the Office of the Supervisor of Elections Office located at 2509 Crill Avenue, Suite 900, Palatka, Florida.

**Section 5** Certification of Election results and a Post-Election Audit will be conducted at 1:30 PM Friday, March 10, 2023, at the Office of the Supervisor of Elections, located at 2509 Crill Avenue, Suite 900, Palatka, Florida.

**PASSED** by the Town Council of the Town of Welaka, Florida, on the first reading this 8<sup>th</sup> day of November, 2022.

**PASSED** by the Town Council of the Town of Welaka, Florida, on the second reading this 13<sup>th</sup> day of December 2022.

**ATTEST:**

**SIGNED:**

\_\_\_\_\_  
**Meghan E. Allmon, Town Clerk**

\_\_\_\_\_  
**Jamie D. Watts, Mayor**

**APPROVAL AS TO FORM AND LEGALITY:**

\_\_\_\_\_  
**Patrick Kennedy, Town Attorney**

\_\_\_\_\_  
**Jessica Finch, Council President**

**RESOLUTION NO. 2022-09**

**A RESOLUTION FOR THE TOWN OF WELAKA, FLORIDA DECLARING A LOCAL STATE OF EMERGENCY DUE TO SUBTROPICAL STORM NICOLE THAT HAS POTENTIAL OF PRODUCING SEVERE WEATHER, SURGE, AND HIGH WIND THROUGHOUT THE TOWN AND THE COUNTY.**

**WHEREAS**, Putnam County has adopted a Declaration of a State of Emergency in accordance with the County Emergency Management Plan and the Town of Welaka is a participant in said County Emergency Management Plan; and

**WHEREAS**, the Mayor or his Designee, shall function as the Town Coordinating Officer responsible for communicating and coordinating with the County Emergency Operations Center for all requests for assistance through the appropriate Emergency Support Function as outlined in the County Emergency Management Plan; and

**WHEREAS**, the Town desires to be in a position to maximize all resources that may be available to prepare for and respond to this event in a coordinate fashion; and

**WHEREAS**, all Town Assets and Personnel are hereby ordered to be placed at the disposal of the Mayor to prepare for and respond to this storm event; and

**WHEREAS**, any Town regulations prescribing procedures for the conduct of Town business, if strict compliance would hinder necessary action in coping with emergency are hereby suspended; suspension of such procedures shall be at the direction of the Mayor and shall be subject to an accounting of the actions taken and the resources expended following the event; and

**WHEREAS**, the Town desires to insure that all possible efforts are being made to protect human life and property and shall work with the County and the State of Florida in accordance with the County's Emergency Management Plan when activated by the County.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** this 8<sup>th</sup> day of **November, 2022**, that:

- 1.** A State of Emergency be declared locally for the Town of Welaka, Putnam County, Florida, and that said declaration serves to accept and adopt the County's Declaration of a Local State of Emergency and the implementation of the County's Emergency Management Plan.
- 2.** The Mayor and/or his designee are authorized to take all action necessary and appropriate to secure resources to protect human life and property and to utilize all lawful authority granted to the Town under State laws as necessary to accomplish the same.
- 3.** This Declaration is effective through the **14<sup>th</sup> of November, 2022** and may be extended in seven-day increments if the State of Emergency for the County and the State of Florida are still in place, upon prior written notice to the Council of the need for the extension.

**APPROVED AND ADOPTED** by the Town Council for the Town of Welaka, Florida at its Emergency Meeting assembled this 8<sup>th</sup> day of **November, 2022**.

**ATTEST:**

**TOWN OF WELAKA, FLORIDA**

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**Meghan E. Allmon, Town Clerk**

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**Jamie D. Watts, Mayor**