

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

April 12th, 2022, at 6:00 PM  
Honorable Willie Washington, Jr. Town Council Room  
400 4<sup>th</sup> Ave., Welaka, FL 32193

*(This Meeting will be broadcasted, for view only, on the Town of Welaka Facebook page)*

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **INVOCATION:** Pastor Calvin Gordon (former Welaka resident and Pat McCoy's brother).
4. **ROLL CALL BY TOWN CLERK**
  - Mayor Jamie Watts
  - Council President Jessica Finch
  - Councilwoman Marianne Milledge
  - Councilwoman Tonya Long
  - Councilwoman Kathy Washington
  - Town Attorney Patrick Kennedy
5. **ADOPTION OF PREVIOUS MINUTES**
  1. March 15, 2022, Regular Town Council Meeting Minutes
  2. March 28, 2022 Special Called Town Council Meeting Minutes (IT Dept.)
6. **APPROVAL OF CURRENT AGENDA**
7. **RECOGNITIONS**
  1. **Public Works (Maintenance) Department** 20-Year Town Residents came into the Mayor's Office to praise the Maintenance Department for timely and successfully picking up the Town yard debris. This is the best it has been in the past 20 years.
  2. **Councilwoman Kathy Washington** Leadership Academy I Certificate of Completion on March 11-12, 2022 in Kissimmee, FL.
8. **RESOLUTIONS**
9. **PROCLAMATIONS**
  1. **PROCLAMATION NO. 2022-04** – Month of April, 2022 as Water Conservation Month.

2. **PROCLAMATION NO. 2022-05** – Week of April 11-17, 2022 as National Public Safety Telecommunicators Week.

## 10. PUBLIC HEARINGS

1. **ORDINANCE NO. 2021-08: (SECOND READ & ADOPTION)** AN ORDINANCE OF THE TOWN OF WELAKA AMENDING ITS COMPREHENSIVE PLAN BY ADDING A NEW PROPERTY RIGHTS ELEMENT; PROVIDING FOR AN EFFECTIVE DATE AND INCORPORATION INTO THE TOWN'S COMPREHENSIVE PLAN.

2. **ORDINANCE NO. 2022-03: (SECOND READ & ADOPTION)** 1037 & 1039 Front Street, Welaka, FL 32193. AN ORDINANCE OF THE TOWN OF WELAKA, FLORIDA, ANNEXING APPROXIMATELY 5.38 ACRES OF PROPERTY IN PUTNAM COUNTY FLORIDA, LYING CONTIGUOUS TO THE TOWN OF WELAKA; REDEFINING THE BOUNDARY LINES OF THE TOWN OF WELAKA TO INCLUDE SAID PROPERTY; AMENDING THE CHARTER OF THE TOWN OF WELAKA, FLORIDA TO INCLUDE SAID PROPERTY; PROVIDING FOR FILING OF A COPY HEREOF WITH THE CLERK OF THE COURT OF PUTNAM COUNTY, FLORIDA AND WITH THE DEPARTMENT OF STATE; AND PROVIDING AN EFFECTIVE DATE.

3. Transmittal of Proposed Changes to the Town of Welaka Comprehensive Plan.

## 11. PUBLIC COMMENTS

1. None

*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 15 minutes to address the Council.*

## 12. PRESENTATIONS / REPORTS TO TOWN COUNCIL

1. Scott Turnbull with Citizens Advisory Committee update
2. Welaka Events Committee:
  - a. Jazz Under the Stars Event - Jefferson Smith Park - 4/23/22, 7:00 PM - 10:00 PM
  - b. Food Truck Friday - 5/6/22, 5:30 PM Jefferson Smith Park

*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**

### **1. TOWN MATTERS**

- a.** Presentation & Approval of road maintenance repair by Public Works
- b.** Discussion on Downtown Development in the Town of Welaka
- c.** Update on IT Services
- d.** Wastewater Treatment Plant RFQ Discussion with Town Attorney

### **2. ZONING RECOMMENDATIONS**

- a.** None

### **3. UTILITY MATTERS**

- a.** None

## **15. DEPARTMENT REPORTS**

### **1. PUBLIC WORKS DEPARTMENT: JOHN STUART**

- a.** Lawn Service RFQ update for fire ants in parks
- b.** Road Repairs Quote of 2<sup>nd</sup> Avenue and 4<sup>th</sup> Avenue (plus other areas)
- c.** Ring Power Quote for renting road repair heavy equipment

### **2. UTILITY DEPARTMENT: ROBERT MATSON & TYLER BUFORD**

- a.** Standard Operating Procedures Report (S.O.P.) Draft
- b.** Ring Power Corp. - Generator Service Repair Quote
- c.** Leary Construction Co., Inc. - Water Tank Maintenance Quote
- d.** FEMA Trailer Update for the Harbor Vacuum Station

## **16. MAYOR & TOWN COUNCIL REPORTS**

### **1. MAYOR WATTS**

- a.** ARPA Open House April 7, 2022 6:00 PM - Public Suggestions & Discussion Notes
- b.** Food Give-Away - Helping Hands of Welaka, Town Pavilion - 4/14/22, 3:30 PM
- c.** First Baptist Church of Welaka - Early Tomb Easter Celebration - 4/15/22, 6:00 PM - 8:00 PM
- d.** Welaka Women's Club - Makers Market - 4/16/22, 9:00 AM - 3:00 PM
- e.** Easter Egg Hunt - First Baptist of Welaka Church - 4/16/22, 11:00 AM
- f.** Easter Sunrise Services – Welaka's First Baptist AND Methodist Church - 4/17/22, 7:00 AM
- g.** Cancelled Golf Cart Ordinance Workshop 4/14/22 (Re-Schedule after Rep. Payne speaks 4/28/22)
- h.** Farm Food Share Drive-Thru - Jenkins Middle School in Palatka – 4/15/22, 9:00 AM

### **2. COUNCIL PRESIDENT JESSICA FINCH**

### **3. COUNCILWOMAN MARIANNE MILLEDGE**

**4. COUNCILWOMAN TONYA LONG**

**5. COUNCILWOMAN WASHINGTON**

**17. TOWN ATTORNEY PATRICK KENNEDY REPORTS**

**18. POLICE CHIEF MICHAEL PORATH REPORTS**

**19. TOWN CLERK MEGHAN ALLMON REPORTS**

**a. Mayor Sands' Pavilion plaque ready to order**

**b. Travel & Reimbursement Policy & Forms for Council & Employees**

**20. ADJOURN**

