



*"The Crossroads to the Future"*

## **Town Council Minutes**

**May 1, 2023 \*\* 7:00 PM**

**Present at Meeting:** Mayor Knagge, Mr. Bass, Mr. Mellecker, Mrs. Fleming, Mrs. Bishop-Vargas Ms. Shaw, Mrs. Kirk, Mrs. Pearce, Mr. Williams, Mrs. Gugliuzza Members of the 4 Community and 2 Members of the Media.

Absent: None

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- I. **Call to Order** – Mr. Bass at 7:00 PM
- II. **Pledge of Allegiance to Flag & Invocation** – Mr. Bass
- III. **Visitors Welcomed & Reminded Meeting Minutes are Being Recorded** – Mr. Bass
- IV. **Persons Wishing to Address Council – 3 Minute Limit** – None
- V. **Minutes**
  - Motion to approve the Minutes by Mrs. Fleming and 2<sup>nd</sup> by Ms. Shaw
  - Discussion: None
  - Mrs. Gugliuzza called roll
  - **Motion Carried**

## VI. Business

### ➤ **2<sup>nd</sup> Public Hearing for the Community Development Block Grant CBDG**

*Melissa Fox with Fox Enterprises 4425 US HWY 1 South Saint Augustine, Florida 32086. The purpose of tonight's public hearing is just to go over the proposed Block application that the Town is planning on submitting. Ms. Fox then provided hand outs to everyone in the room. The Town of Callahan plans to apply to the Florida Department of Economic Opportunity (DEO) for a FFY 2022 Small Cities Community Development Block Grant (CDBG) in the amount of \$650,000.00 in the Neighborhood Revitalization category. If not funded under the FFY 2022 application cycle, this notice and public hearing will be used for a subsequent FFY 2023 application cycle. For each activity that is proposed, at least 70% of the funds must benefit low – and moderate – income persons. The activities, dollar amounts and estimated percentage benefit to low-and- moderate -income persons for which the Town of Callahan is applying are: Sanitary Sewer System rehabilitation of 56 sanitary sewer manholes and rehabilitation of 600 LF of 8" gravity force main. The Town of Callahan anticipates it will take approximately Thirty (30) months for the Project to be complete including the environmental review, bidding, construction, and grant closeout.*

*Town Council President Mr. Bass closed the council meeting at 7:05pm and opened to the Public – No public comments or questions- Town Council President Mr. Bass closed to the public and reopened the council meeting at 7:06pm*

**Mrs. Fleming** made a motion to accept the Community Development Block Grant Application and 2<sup>nd</sup> by **Mrs. Bishop-Vargas**

- Discussion: None
- Mrs. Gugliuzza called roll
- **Motion Carried**

### ➤ **Nassau Council on Aging- CEO Janice Ancrum-** Displayed a video presentation to the council. Mrs. Ancrum gave a verbal breakdown of monies needed to continue to help the council on aging to maintain the services they provide to the seniors of the community, especially on the West side of the county helping seniors to age in place. The senior population in Nassau County is growing. CEO Janice Ancrum on behalf of the Council on Aging asked the council for \$75,000.00 for support in the following areas meals on wheels, transit (transportation for everyone in the community), and Home Health Aides.

*Mrs. Fleming asked if Mrs. Ancrum could send the breakdown in an email to Mrs. Gugliuzza for the council to review.*

- **Site Plan Review- Callahan Business Center- Mr. Bill Valentino 10416 New Berlin Road Jacksonville, Florida 32226 would like council approval to move forward.**

**Mr. Mellecker made a motion to approve the Callahan Business Center and 2<sup>nd</sup> by Mrs. Fleming**

- Discussion: None
- Mrs. Gugliuzza called roll
- **Motion Carried**

- **Resolution 2023-R07 Submittal of CBDG Grant FY 2022**

**Mr. Mellecker made a motion to approve Resolution 2023-R07 and 2<sup>nd</sup> by Mrs. Fleming**

- Discussion: None
- Mrs. Gugliuzza called roll
- **Motion Carried**

- **Resolution 2023-R08 \$25,000.00 Leverage for CBDG Grant**

**Mr. Mellecker made a motion to approve Resolution 2023-R08 and 2<sup>nd</sup> by Mrs. Bishop-Vargas**

- Discussion: Mrs. Fleming asked why do we have to leverage funds in the amount of \$25,000.00? Mr. Williams advised it will give us points. Ms. Fox explained for every \$1000.00 you propose in leverage funding you earn a point up to \$25,00.00 (25) points.
- Mrs. Gugliuzza called roll
- **Motion Carried**

- **Resolution 2023-R09 Implementation of Long- & Short-Term Objectives for CBDG**

**Mrs. Fleming made a motion to approve Resolution 2023-R09 and 2<sup>nd</sup> by Ms. Shaw**

- Discussion: None
- Mrs. Gugliuzza called roll
- **Motion Carried**

**VII. Review & Approval of Town Expenditures**

General Fund Weeks of April 20<sup>th</sup> \$16,290.16 & 27<sup>th</sup> \$23,979.89 totaling \$40,270.05

A motion to approve the General Fund for April 20<sup>th</sup> & 27<sup>th</sup> totaling \$40,270.05 by Ms. Shaw and 2<sup>nd</sup> by Mr. Mellecker

- Discussion: None
- Mrs. Gugliuzza called roll
- **Motion Carried**

Water and Sewer Fund Weeks of April 20<sup>th</sup> \$553,886.46 & 27<sup>th</sup> \$20,016.48 totaling \$573,902.94

A motion to approve Water and Sewer Fund for April 20<sup>th</sup> & 27<sup>th</sup> totaling \$573,902.94 by Mrs. Fleming and 2<sup>nd</sup> by Ms. Shaw

- Discussion: None
- Mrs. Gugliuzza called roll
- **Motion Carried**

**VIII. Water & Sewer Disbursements for April 2023**

Mrs Fleming made a motion disburse \$775.88 back to the water sewer customers 2<sup>nd</sup> by Ms. Shaw

- Discussion: None
- Mrs. Gugliuzza called roll
- **Motion Carried**

## **IX. Around the Table**

**Mayor-** Last week I, Mrs. Bishop-Vargas, and Mrs. Fleming had the opportunity to represent the Town at the Rural Counties Day in Tallahassee. We got to meet with our state representative as well as our state senator. It was a good experience and eye opening there could be some opportunities for us in the future as far as appropriations that other counties have put in for and could be considered.

**Mrs. Bishop-Vargas-** Rural Counties Day was a great experience

**Mrs. Fleming-** Rural Counties Day was a great experience. We got to sit in on a house session and a senate session that was very interesting to get to see how that works. The Town of Fernandina and Hilliard had a lengthy appropriations list and moving forward it would be great for the Town if we could start seeing some of that funding as well. We are growing bigger, and it would be great to be considered.

**Mrs. Kirk-** None

**Mrs. Shaw-** Railroad Day was very nice.

**Mr. Mellecker-** None

**Mrs. Pearce-** None

**Mrs. Gugliuzza-** None

**Mr. Williams-** None

**Mr. Bass-** Aesthetic Standards for Buildings in Callahan needs to be brought to the Planning & Zoning Board

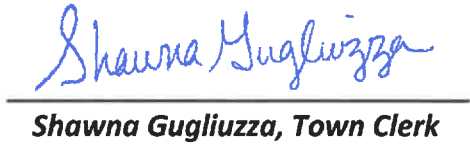
## **X. Adjourn**

Motion to Adjourn by Mr. Mellecker and 2<sup>nd</sup> by Mrs. Fleming

- Discussion: None
- Time 7:49 pm



**John Kenneth Bass, Council President**



**Shawna Gugliuzza, Town Clerk**

***If a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.***