



*"The Crossroads to the Future"*

## **Town Council Minutes**

**November 06, 2023 \*\* 7:00 PM**

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

**Absent:** Ms. Kirk

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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 Mr. Mellecker and 2<sup>nd</sup> by Ms. Shaw
  - Discussion: None
  - Mrs. Gugliuzza called roll
  - **Motion Carried**

## VI. Business

- Site Plan Review for First Baptist Church Parcel # 29-2N-25-3120-0079-0000  
Lynn Hyatt 45090 Green Avenue Callahan, Florida 32011. Mr. Hyatt asked the council to approve the Site Plan for a new maintenance facility. It will be storage for tools for the maintenance crew.

Motion to approve the Site Plan for First Baptist Church by Mrs. Fleming and 2<sup>nd</sup> by Ms. Shaw

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

### ➤ **Ferst Readers**

Michelle Maddox 55026 Wetland Way Callahan, FL. 32011

Ferst Readers is a non-profit organization that provides free books to children birth to 5 years old. Ferst Readers is providing these services in 10 different states. In Nassau County we provide over 900 books per month in Callahan its approximately 300 children. The purpose is to get children ready for kindergarten. 61% of low-income children do not have an age-appropriate book in the home.

A motion to donate \$500.00 to Ferst Readers by Mr. Mellecker and 2<sup>nd</sup> by Ms. Shaw

- Discussion: A Resolution will be prepared for the November 20, 2023, Council meeting
- Mrs. Gugliuzza called roll
- **Motion Carried**

### ➤ **Resolution 2023-R21 Christmas Parade Road Closure-**

Ms. Pearce read Resolution 2023-R21 Christmas Parade Road Closure out loud.

A motion to approve Resolution 2023-R21 Christmas Parade Road Closure by Mrs. Fleming and 2<sup>nd</sup> by Mrs. Bishop-Vargas

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

### ➤ **Appropriations-**

Mayor Knagge stated that at Rural County Days this past year our eyes were opened. Nassau county, Hilliard, and other entities around the state submitted appropriations from the state to get different monies for different purposes. In the past the Town has relied on grant funding. We would like to be a part of the appropriation process. Last week I, Mr. Williams, Mrs. Gugliuzza, Sherry Mitchell, and Paul Schwend sat down and had a meeting to discuss things we could submit. Sherry will assist us, and we do have a short window to complete this.

Mr. Williams stated that we have 5-6 items. The first is water to the fairgrounds, 2<sup>nd</sup> is the regional pond for drainage, 3<sup>rd</sup> is the storm hardening grid, 4<sup>th</sup> is the manholes, 5<sup>th</sup> Booth Street ditch piping, 6<sup>th</sup> Safe Routes to School.

General Consensus from the Council to move forward and submit the list for appropriations.

➤ **Movie in the Park**

The movie in the park will be held December 09, 2023, starting at 6:30pm. We have reached out to First Federal Bank for volunteers. First Federal Bank is in the process of giving the Town a \$2500.00 donation for the event. We want to have 2-3 vendors and have them inside the park.

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

**General Fund** Weeks of October 19<sup>th</sup> \$11,873.95 26<sup>th</sup> \$4,621.26 & November 2<sup>nd</sup> \$10,074.29 totaling \$26,569.50

A motion to approve the General Fund for October 19<sup>th</sup> \$11,873.95 26<sup>th</sup> \$4,621.26 & November 2<sup>nd</sup> \$10,074.29 totaling \$26,569.50 by Mr. Mellecker and 2<sup>nd</sup> by Ms. Shaw

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

**Water Sewer Fund** Weeks of October 19<sup>th</sup> \$18,540.48, 26<sup>th</sup> \$15,259.41 & November 2<sup>nd</sup> \$17,360.96 totaling \$51,160.85

A motion to approve Water and Sewer Fund for October 19<sup>th</sup> \$18,540.48, 26<sup>th</sup> \$15,259.41 & November 2<sup>nd</sup> \$17,360.96 totaling \$51,160.85 by Mrs. Fleming and 2<sup>nd</sup> by Mrs. Bishop-Vargas

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

### **VIII. Around the Table**

**Mayor-** We received a Thank you letter for us cleaning the right of way along Brandies Avenue. This year the Rural County Days are in January on the 24<sup>th</sup> & 25<sup>th</sup>. I have the information if anyone is interested in going.

**Mrs. Bishop-Vargas-** None

**Mrs. Fleming-** None

**Mrs. Kirk-** Absent

**Mrs. Shaw-** a motion to have the Christmas Lights put up the week before Thanksgiving by Ms. Shaw and 2<sup>nd</sup> by Mrs. Fleming

- Discussion: Mellecker was opposed
- Mrs. Gugliuzza called roll
- **Motion Carried**

**Mr. Mellecker-** None

**Mrs. Pearce-** None

**Mrs. Gugliuzza-** I have a Municipal Election Survey Form and need the Qualifying Dates for the 2024 Elections (August 2, 2024 8:00 am -August 23, 2024 3:00 pm)


**Mr. Williams-** None

**Mr. Bass-** None

**IX. Adjourn**


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

- Discussion: None
- Time 7:46 pm



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**John Kenneth Bass, Council President**



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**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.***