

**Council Meeting Minutes**  
**Town Hall**  
**April 4, 2023**  
**7:00 p.m.**

Council Members  
Present:

Luis Gomez  
Dynette Lewis  
Sandra McMurray Jackson  
Shelisa McCall  
Alicia Johnson

Others Present:

Benjamin Boutwell, Mayor  
Leslie Howington, Town Clerk

Council President Luis Gomez called the meeting to order and confirmed with Leslie Howington that this meeting has been properly advertised.

**1. Open Meeting with Prayer**

Council Member Sandra McMurray Jackson opened the meeting with prayer.

**2. Pledge of Allegiance**

**3. Roll Call**

All Council Members were present.

**4. Public Forum**

Gary Bradley of Century thanked the Mayor Boutwell and Council for cleaning up the community and asked if it will be kept up every month. Mayor Boutwell stated yes.

Herman Pleasant of 7601 Williams Street requested the Town pick up the second garbage can from his house.

Dale Long addressed an invoice that was tabled at the last meeting and invited questions.

Council President Gomez asked why Mr. Long had an invoice for an inspection of PSC and Freedom Rd. Bridge. Mr. Long explained that the inspection was more of a site visit. Robin Phillips is putting together a grant application for shelter and bridge and drainage. He walked around the sites and helped Ms. Phillips pull together an application.

Dale Long went line item by line item on the invoice in question.

Council President Gomez wants to establish a process of communication. The cost should have had a memorandum because we should not be paying before we even apply for the grant. PSC should be paying for pre-grant being performed.

Council President Gomez stated that the \$5,000 invoice was created without authority of the Council; Mr. Long, Ms. Phillips and Mayor Boutwell discussed which grants to apply for. This invoice came of that. Perhaps the policy may change.

Council Member Alicia Johnson asked if Mr. Long and Mayor Boutwell would mind if she was invited to the planning meetings. All agreed.

After further discussion, William Reynolds advised that the PSC Board's next meeting is April 18<sup>th</sup>.

Ms. Howington called Ms. Phillips and Mayor Boutwell advised Ms. Phillips that they were discussing the PSC gym and the deadline of the 14<sup>th</sup> would not be met with the PSC's April 18<sup>th</sup>.

Ms. Phillips worded the application that the PSC would give the property to the Town. To change the location, Ms. Phillips will see if that is possible. Ms. Phillips will call DEO and ask if we can and cautioned that it has to be advertised on the Town's website 10 or 14 days. Ms. Phillips will have to look at that and see what requirements are online. Any changes to the application require a 10-day comment period.

Ad in paper is 10 days advertising.  
Ad online is 14 days advertising.

The initial application referenced PSC as a joint applicant with long term lease between the Town and PSC and at the next PSC board meeting they will discuss donating the land and not being a party to the application.

Mayor Boutwell asked Council if they want to go in that direction. Council Member Johnson clarified that we can always withdraw the application if PSC does not donate or lease the land.

Council Member Alicia Johnson made a motion to proceed with the CHS Gymnasium Renovation or construction contingent upon PSC giving the land to the Town. Council Member Dynette Lewis seconded the motion.

Mr. Reynolds asked the Council if they would not accept a long term lease. The Town Council unanimously agreed that they would not.

Pastor Bradley asked what the building will be used for. Mayor Boutwell replied many things and listed:

- Shelter
- Basketball
- Soccer
- Youth Events
- Volleyball

All kinds of Century Blackcat's are involved. Anthony Pleasant and Coach Jones are involved.

Pastor Bradley said she begs for something to be done for the children so we don't lose them.

Pastor Bradley asked for an update on the Carver Community Center. Mayor Boutwell shared that we await the architect's proposal and will hold a public meeting to get input, then it will go to the architect. Mr. Bradley confirmed that the building will not be torn down, but renovated.

**5. Ministerial Acts Approval of the April 04, 2023 Bill List**

Council President Gomez confirmed that MESI was not on the bill list. Council Member Dynette Lewis made a motion to approve the Bill List. Council Member Sandra McMurray Jackson seconded the motion. No questions. The motion passed unanimously.

**6. Mayor Boutwell The Urban Development Group**

Mayor Boutwell requested a motion to purchase a refrigerator and wait on ice machines.

Sparkie Harrison might be able to donate tables and chairs.

A freezer and refrigerator side-by-side doors is \$2,600, but it is not in Pensacola. Kevin Merchant found it on the internet and does not know if shipping is included or if it's found in Pensacola. Council Member Dynette Lewis requested the information on the cost.

No motions were made.

**7. Leslie Howington Transfer from L.O.S.T. to Water Fund**

Ms. Howington read from the Agenda Summary Sheet:

Twice a year the Town makes a payment to FDEP for State Revolving Fund loans for Water Projects. When possible, the Council approves reimbursing the Water Department from L.O.S.T. funds.

Payment 21 for loan number 170330 in the amount of \$8,498.83 is due April 15, 2023.

[REMAINDER OF PAGE LEFT BLANK.]

<b>SOURCE OF FUNDS WORKSHEET FY 2021-2022</b>		
Current Balance in L.O.S.T.	\$ 700,579.87	
Total Expended/Encumbered to Date	\$ 28,013.00	Balance available for Trucks
<b>THIS ITEM/PROJECT</b>	\$ 8,498.83	
<b>Adjusted Balance in L.O.S.T.</b>	<b>\$ 664,068.04</b>	

The second truck was discussed as having a balance available.

Council Member Dynette Lewis made a motion to authorize staff to transfer \$28,013.00 from L.O.S.T. to Water to make payment 21 for loan number 170330. No questions. The motion passed unanimously.

#### 8. Staff Report

Leslie Howington presented the Clerk's Report.

#### Wesley Chapel

I spoke with Pastor Shuford today. The contract for Wesley Chapel ends September 7<sup>th</sup>. They have their church conference in June and do not anticipate renewing the lease with the Town. She will know more after the conference.

#### Century Rules of Order

Now that we have a full Council seated at the table, I invite the Council to review the Rules of Order. Ms. Howington provided Rules of Order from other municipalities for Council consideration.

#### New Council Members

The Florida League of Cities (FLC) is proud to bring you the Institute for Elected Municipal Officials II (IEMO II) Program on April 28-29, 2023 at the Embassy Suites by Hilton Orlando North.

Who should attend IEMO II: This educational program is specially designed for graduates of IEMO.

About IEMO II: Created more than 25 years ago, the intensive two-day program features classes and workshops focusing on the numerous aspects of municipal government. Session topics include effective council techniques, media relations, planning and growth management, advanced revenue and finances, and personnel and labor issues. IEMO II registration fee includes all classes, *light* continental breakfasts, refreshment breaks and lunch on Friday and Saturday.

A certificate of attendance is provided upon successful completion of the program.

Register and reserve your hotel room before the hotel cutoff date of April 6, 2023.

**IEMO I (Palm Beach Gardens)**

**Dates:** 09 – 11 Jun, 2023

**Time:** 8:00 AM to 5:30 PM

**Dates:** June 9-10, 2023

**Time:** 8:00 AM to 5:30 PM

**Location:** Embassy Suites Palm Beach Gardens  
4350 PGA Blvd, Palm Beach Gardens, FL 33410

**CRA Board Training**

This session is designed for elected and appointed officials, volunteers and advisory board members. It provides a succinct overview of what you need to know in the universe of CRAs. Learn some helpful practical, legal and administrative best practices for CRA policy making success.

When: 5/5/2023 9:00 AM - 1:00 PM

Where: Children's Board, 1002 E. Palm Ave., Tampa, FL 33605

**9. Mayor's Report**

Mayor Boutwell provided a copy of Cam's Barbque flyer and announced it is opening on Friday and Saturday from 11:00 a.m. until they run out of barbque or 7:00 p.m. Cam's plans to add additional days. Willie Campbell has won six BBQ competition. Mayor Boutwell shared with Chamber President Shelisa McCall that Cam's would like a ribbon cutting.

Mayor Boutwell read a letter from Pastor Idainer Bradley thanking the Town for honoring her with a Proclamation.

Ms. Howington asked for a decision on MESI's invoice reminding the Council that Mr. Gomez had expressed his concerns about the gym, and it is still in place.

Council President Gomez asked where the culvert was. Mr. Long explained that Escambia County is doing the Millpond Project. Town of Century is doing Freedom Road, Jefferson, Alger Road East.

Millpond is between the entrance to the Wastewater Treatment Plant and Pond Street.

Council Member Sandra McMurray Jackson made a motion to pay Invoice 230030 for \$5361.25. After discussion, Council Member Sandra McMurray Jackson made a Motion to pay all tabled MESI invoices. Council Member Shelisa McCall seconded the motion. No questions. The motion passed unanimously.

## 10. Council Comments

Council Member Sandra McMurray Jackson had nothing to report.

Council Member Dynette Lewis requested to get back on track with ARPA and CRA and invite Meredith Reeves to the Council Meeting. Council President Gomez had inquired about financials on the CRA. It was determined that we will discuss it with Ms. Reeves.

Council Member Shelisa McCall stated that a ribbon cutting for All In Credit Union is this Thursday.

Council Member McCall asked for an update on the time table provided by the architect. Mr. Long noted that he has seen emails regarding termites and lead paint. The survey is done. Mayor Boutwell will reach out to Robin Phillips.

Council Member McCall thanked Mayor Boutwell for information on Project Thumbtack.

Council Member Alicia Johnson asked Mr. Long about Pilgrim Lodge Lift Stations. Mr. Long advised that submittals have been approved. They have ordered equipment. The valve vault is on order.

We are changing from vacuum to submerged, which goes in a vault. Fabricating a fiberglass vault has a long lead time. They provide a proposal. They have all been approved on our end. Once they are built, we will be moving forward to install them.

Council President Gomez stated that a pothole at Hwy 29 and Hecker Road by the Chamber Building has a drop off. Council Member Johnson added that there is a large pothole at Hecker Road and Bradley Street.

Council President Gomez asked if something can be done for the Council to get updates on the current grants in the systems. Mr. Long asked how often the Council would like to receive the update. Council President Gomez stated that once a quarter would be good to ensure that the amount of money we have is enough to get the work done and no expiration dates are looming. Mr. Long stated he will provide that.

Mr. Long advised that technically the Pilgrim Lodge Lift Station is underway; it is the behind the scenes work being done. After removing the sludge press from the agreement, they shortened the time frame to 330 days.

Council President Gomez asked if we can work on both grants in the CDBG-CV at the same time. It was discussed.

## 11. Public Forum

Commissioner Barry is hosting a meeting with constituents at 5:00 p.m. on Monday. Bill Slaton will be at Tate High School to meet with constituents at 5:00 p.m. on Monday, May 8<sup>th</sup>.

Aubrey Phifer stated that there is debris on the road behind Pilgrim Lodge making it impassable, and at Jefferson Loop at the Melody Lounge there are major potholes.

Traffic when you're coming out from Pond Street, people are driving too fast. Mr. Phifer asked about getting a traffic light at Hwy 4 West like there is at Hwy 4 East. Mayor Boutwell stated that he would reach out to the State.

Kevin Merchant shared that one mechanic came out and looked at the bucket truck, told him what parts are needed and Mr. Merchant and the men were able to repair the bucket truck.

Mr. Merchant stated that the attachment on the tractor is what tore up. The attachment is obsolete and he cannot get parts for it. They are looking for a way to make them.

The bucket on the boom truck is only available from that vendor. The bucket is \$3,500. Our crane is obsolete but it still functions.

Council Member Alicia Johnson made a motion to purchase a new bucket for the crane for \$3,500. Council Member Sandra McMurray Jackson seconded the motion. No questions. The motion passed unanimously.

Regarding the obsolete tractor that was donated by the county that we use to cut limbs on our side roads, Mr. Merchant shared that it is a bushhog that turns sideways to trim the right of way vertically. Council President Gomez asked if Mr. Merchant could find someone to fabricate the pieces needed. Mr. Merchant shared that the vendors are reaching out to their contacts to find used parts or fabricate parts. It was determined that Mr. Merchant will give them more time and report back at the next meeting.

## 12. Adjourn

There being no further business, Council Member Dynette Lewis made a motion to dismiss. Council Member Sandra McMurray Jackson seconded the motion. There were no questions. The meeting adjourned at 9:13 p.m.

Respectfully submitted,

Leslie Howington, CMC  
Town Clerk