

Town of Havana

Agenda Request

Date of Meeting: February 24, 2026
Item Number: 5a
To: Honorable Mayor and Members of the Council
From: Kendrah G. Wilkerson, Town Manager
Subject: Meeting Minutes – Request for Approval

Summary:

Attached for Town Council review and approval are the minutes from the following meeting:

December 16, 2025 – Regular Council Meeting
January 13, 2026 – Special Council Meeting

Options:

1. Approve Consent Agenda item
2. Do not approve
3. Council Direction

Town Manager's Recommendation: OPTION 1

Attachment(s):

Meeting Minutes

Motion By: _____

Yes: _____

Second By: _____

No: _____

Town Of Havana

Mid-Month Council Meeting

January 13, 2026 – 6:00pm

Meeting minutes

Call to Order

The meeting was called to order by Mayor Eddie Bass at 6:00pm. Invocation was led by Mayor Pro Tem Lawrence Reed, followed by the Pledge of Allegiance.

Roll Call

A roll call confirmed the presence of the following council members including Councilwoman Penny Key, Group 1, Councilwoman Tabatha Nelson, Group 2, Councilman Landon Seymour, Group 4, Councilman Matt Wesolowski, Group 3, Mayor Pro Tem Lawrence Reed, Group 5, Mayor Eddie Bass, Group 6 and Councilman Howard McKinnon, Group 7, ensuring a quorum for the meeting.

Set the Agenda

Councilman McKinnon made the motion to set the agenda. Mayor Pro Tem Reed seconded and motion carried.

Recognition of Visitors

None

Consent Agenda Items

None

Old Business

None

New Business

Resolution 2026-03R-01 – WastePro Rate Increase

Ms. Wilkerson presented a request to approve Resolution 2026-03R-01 – WastePro Annual Rate Increase. The Town of Havana is under contract with Waste Pro to provide garbage collection services to the residents of this town. Page 5 of the contract notes an annual rate increase based on CPI, effective on the anniversary of the agreement (December). WastePro provided written notice to the Town Manager that the CPI increase for the coming 2026 calendar year will be 2.9%. Ms. Wilkerson recommends that the Town pass the increase in cost on to our customers effective retroactively back to January 1, 2026. CY2025 rate for both residential and commercial service was \$23.18. The new CY26 rate for both residential and commercial if approved would be \$23.86, which is a monthly increase of \$0.68 per customer. CY25 recycling rate is \$7.45 per customer and with the increase will become \$7.67 per month.

Councilwoman Nelson made a motion to approve Resolution 2026-03R-01 with the 2.9% increase in rates for garbage and recycle collection. Councilwoman Key seconded and motion carried.

Mayor Pro Tem asked for confirmation that these increases are annually, and Ms. Wilkerson stated that it is correct. Councilman Wesolowski inquired when the contract will end and Ms. Wilkerson shared that she would need to check on the expiration date.

Appointment of Town Clerk

Ms. Wilkerson shared that Havana's Town Clerk, Reena Alexander, gave notice on November 10, 2025, of her resignation effective December 5, 2025. Ms. Alexander agreed to stay part-time as Clerk until such time as a full-time replacement could be hired and then move to part-time as needed role to help ensure the transition of responsibilities to the incoming Clerk is successful.

In November and December, several potential candidates submitted application for the position of Town Clerk. Ms. Enosha Williams was among the five who were interviewed. She did an outstanding job participating in the interview and was ultimately selected as the best candidate to fill the role. Ms. Williams has experience in local government, banking and public safety. She has experience dealing with the public in high stress roles and handling confidential information. She is a State of Florida Notary. Ms. Williams does not have a degree but does have related work experience sufficient to meet the qualifications. The Town Manager shared that in the council packet she included the Code of Ordinance regarding the appointment of the Town Clerk. Ms. Wilkerson requests the Town Council approve the appointment of Ms. Enosha Williams to the position of Town Clerk of Havana, effective Monday, January 26, 2026.

Mayor Pro Tem Reed made the motion to accept Ms. Enosha Williams to the position of Town Clerk of Havana. Councilwoman Nelson seconded and motion carried.

Town Manager Report

None

Recognition of Each Council Member

Councilman Wesolowski shared that on January 2 a Havana local passed away in Kuwait. The funeral will be held on January 24. He contacted people in the State offices and requested other council members reach out to the State for permission for the flag to be lowered at Town Hall. Mayor Bass shared that another citizen, Vic Vickers shared that Concord has a large ladder truck that they could hang a flag from. Mr. David Wesolowski, citizen, shared that he owns a lot across from the funeral home that would be perfect to park the ladder truck.

Councilwoman Nelson shared that the Town needs to investigate some type of resolution to lower flag and guidance on when and who should be recognized. Ms. Wilkerson shared that some options to show support to dignitaries are wreaths on door with black ribbon which is visible. She agrees we must be careful and be consistent. She suggests if Council wishes, to put on the agenda to discuss. Councilman Wesolowski agreed that it needed to be put on the agenda for discussion.

Motion to Adjourn

Councilwoman Nelson made a motion to adjourn the January 13, 2026, mid-month council meeting. Councilman McKinnon seconded, and motion carried.

Mayor Bass adjourned the meeting at 6:16pm.



Edward Bass Jr., Mayor

Attestation:



Enosha Williams, Town Clerk

