

**TOWN OF MELBOURNE VILLAGE**  
**MINUTES**  
**Regular Commission Meeting**  
**Tuesday February 25, 2020**  
**7:00 PM - Town Office**

- I. Call to Order at 7:02 pm by Mayor Salmon
- II. Pledge of Allegiance led by Mayor Salmon
- III. Roll Call: Present were Commr. Calenda, Dix, Jones, Murphy, Sinton, Vice Mayor Carroll, Mayor Salmon.
- IV. Mayor's Report – Mayor Salmon reported the Bridge/Culvert project is on track for the new date of March 16.

Mayor Salmon reported on Founders' Day Weekend and requested volunteers for each aspect including cooking the meat for the BBQ. Vice Mayor Carroll agreed to manage the Ice Cream Social on Saturday, April 25.

Commr. Sinton volunteered to be the town representative for the Census.

Transportation Planning Organization submitted projects at meeting.

- V. Additions/Deletions and Re-ordering – Remove Suzan Bryant from VI; add Medicare insurance to XI.
- VI. Business Tax Receipt Applications/Appearances/Presentations – None.
- VII. Public Forum – Mary Jane Moon asked what the blue bottles are doing on the Town's right of way on Norman Dr. George Tompkins will follow up.
- VIII. Correspondence – None

**IX. Commission & Verbal Committee Reports**

Commr. Sinton reported the State Flood Plain Management wants bridge plans.

Traffic Committee – 1) The committee no longer want stop signs at West Pine and South Drive curve. 2) Suggestion was made to piggy-back the cross-walk striping at Savannah Drive and Dayton Blvd when the County does their striping. 3) Questioned whether the side walk will line up with the old sidewalk; unknown at this time. 4) The minimum for Florida Striping is \$1,500 for thermal. 5) South Drive at Dayton Blvd. my need redesigning after the bridge is completed.

Beautification Committee – Commr. Calenda met with Kim Zarillo who suggested hiring some help to maintain the gardens. Kim Zarillo is keeping up with the Grant. The committee needs one more member to continue. Needs to be reconstituted as advisory.

Hester Wagner Community House – Commr. Calenda had no report at this time.

X. Review of Previously Assigned Action Items – The County knows the M-1 Canal needs clearing. George Tompkins will follow up.

The Mayor reviewed Founders' Day. Commr.

**Motion** by Commr Calenda to spend up to the budget limit for the Founders' Day activities. 2<sup>nd</sup> by Commr. Sinton. Roll call vote: Commr. Calenda, Dix, Jones, Murphy, Sinton, Vice Mayor Carroll, Mayor Salmon. Vote was 7 Yes, 0 No.

**Motion Approved.**

XI. Department Reports

A) Police Department – Chief Loos reported they are still working on updating their website. The car video systems, from Vern Godings donation, have been ordered. There is a 5-12-week delay for delivery.

**Motion** by Commr. Jones to accept the JAG grant for new radios for up to \$48,530. 2<sup>nd</sup> by Commr. Calenda. Reimbursement must be made by September 2020.

**Motion Approved.**

**Motion** to approve purchase of video systems subject to grant approval up to the maximum of \$50,000 by Commr. Jones. 2<sup>nd</sup> by Sinton. Roll call vote: Commr. Calenda, Dix, Jones, Murphy, Sinton, Vice Mayor Carroll, Mayor Salmon; Voting No were None. Vote was 7 Yes, 0 No.

**Motion Approved.**

1) Taran Radig, Officer of the Year 2019 – Chief Loos introduced Taran Radig as Officer of the Year 2019. Commission applauded Officer Radig.

2) FY17 Edward Byrne Memorial Justice Assistance Grant (JAG) Program Residual Funds

B) Public Works – Town Supt. George Tompkins – report noted.

**Motion** by Commr. Jones to dispose of two old mowers. 2<sup>nd</sup> by Commr. Calenda.

**Motion Approved.**

**Motion** by Commr. Jones to dispose of chairs. 2<sup>nd</sup> by Commr. Calenda.

**Motion Approved.**

**Motion** by Commr. Sinton to purchase footers for pedestrian bridge, not to exceed \$20,000. 2<sup>nd</sup> by Commr. Calenda. Roll call vote: Commr. Calenda, Dix, Murphy, Vice Mayor Carroll, Mayor Salmon. Voting No was Commr. Jones. Vote was 6 Yes, 1 No.

**Motion Approved.**

C) Administration – Town Clerk/Treasurer, Gail Griswold – report noted.

**Motion** by Commr. Sinton to offer a 4-year payback for Sergeant Combs' dependent health insurance coverage with a written agreement. 2<sup>nd</sup> by Commr. Murphy.

**Motion Approved.**

**Motion** by Commr. Jones to perform a self-audit of the Town's Payroll function by the next commission meeting. 2<sup>nd</sup> by Commr. Calenda.

**Motion Approved.**

Medicare Insurance for Deputy Clerk

- 1) SCLOC Town Sponsored Dinner March 9 Reservations – Sign-up sheet was passed to the Commission.

D) Treasurers' Report – Town Clerk/Treasurer, Gail Griswold – report noted.

- 1) Interfund Loan Resolution

**Motion** by Commr. Jones to spend \$300,000 at 2% on or about March 15. 2<sup>nd</sup> by Commr. Sinton. Roll call vote: Commr. Calenda, Dix, Jones, Murphy, Sinton, Vice Mayor Carroll, Mayor Salmon. Vote was 7 Yes, 0 No.

**Motion Approved.**

- 2) Audit Update – report noted.

E) Building Department –Town Clerk/Treasurer, Gail Griswold – report noted.

## XII. Consent Agenda

**Motion** by Commr. Sinton to approve Consent Agenda. 2<sup>nd</sup> by Commr. Murphy.

(All items appearing on the CONSENT AGENDA are listed as recommended actions and are considered to be routine and will be acted upon in one motion. SPECIFIC ITEMS may be removed for separate consideration, any Item so removed will be considered under new business).

- A) Opportunity for Audience input regarding Consent Agenda
- B) Opportunity for Commission to Remove Items from Consent Agenda
- C) Recommended Actions:

- 1) Approval of Minutes: For Filing

(a) Regular Commission Meeting – January 28, 2020 (At Table)

- 2) Acceptance of Financial Statements –JANUARY - SUBJECT TO AUDIT

- 3) Approval of Reports: FOR FILING ONLY

(a) Department Reports: Police Department, Public Works, Building Department

(b) Finance Committee – February 27, 2020 (At Table)

(c) Traffic Committee – February 16, 2020

(d) Town Beautification Committee – January 20, 2020

*No Meetings this month* – Board of Adjustments, Hester Wagner Community House Workshop, Permit & Inspection, Code Enforcement, Town Review Board

- 4) Appointments & Resignations – Dave Bennett resigned from Planning & Zoning Board.

- 5) Proclamations/Resolutions – None

**Motion Approved.**

## XIII. Unfinished Business – Pedestrian Foot Bridge

## XIV. New Business – Payback terms for Sgt. Combs

XV. Review of Newly Assigned Action Items

Payroll Audit by next Commission Meeting – Town Clerk/Treasure Griswold.

Census – Commr. Sinton

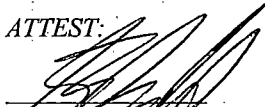
Founders' Day – Post on bulletin board and Nextdoor for Volunteers for cooking meat, etc.

Cardinal by March 27 – Town Clerk/Treasurer Griswold.

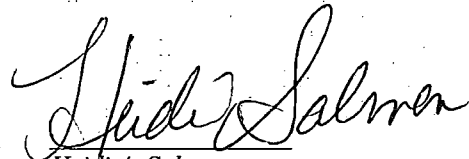
XVI. Approval for Payment – None

XVII. Adjournment

ATTEST:



Gail E. Griswold  
Town Clerk/Treasurer



Heidi A. Salmon  
Mayor