



TOWN OF MELBOURNE VILLAGE

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REGULAR COMMISSION MEETING MINUTES

Tuesday April 25, 2023

6:30 PM

TMV Town Hall

- I. Call to Order: 6:31
- II. Pledge of Allegiance led by the Mayor.
- III. Roll Call present were Commissioners Anderson, Foster, Ingram, Jones and Muzzone, Vice Mayor Calenda and Mayor Ditty
- IV. Mayor's Report (at table) The Mayor read her report in full.
- V. Additions/Deletions and Re-ordering Added the Minutes for the Special Commission meeting on April 20, 2023, to the consent agenda.
- VI. Correspondence Appearances, Presentations –
 - A) Ondine Constable email

Ondine Constable said she wasn't sure why her letter was on the agenda for tonight.

Comm Jones asked where we stand on the issue mentioned in Ondine's email. Mayor Ditty said we now have a full Board of Adjustments. The commission will be discussing more about it later in the meeting.'

Heather Roberts, Town Clerk said Ondine's application will go to go to the Board of Adjustments for their next meeting.

- VII. Public Forum (3-minute limit each): None
- VIII. Department Reports
 - A) Public Safety – Sheriff's Department – Lt Gish:

Lt. Gish went over the March statistics for the town. He also warned about fraud being the biggest culprit for ex: the IRS calling regarding back taxes. He stated that the IRS will not call you, they only send certified mail. Anyone can call the non-emergency number and the Sheriff's office will be happy to answer any question or help in any way. They have also ramped up traffic enforcement in the town during peak hours.

He also updated the commission on the events that happened on Savannah Drive regarding the elderly women who were being taken advantage of by male relatives. One of the male relatives was arrested and is up on serious charges and will not be released for a while. The other male relative is still wanted and has a warrant out for his arrest.

B) Public Works - Bill Losee, Supervisor

Bill read his report in full.

The Mayor asked Bill what the time frame is for the Brevard project that is happening in the Town. He said it was going to be a while. They do the digging first and have finished digging in the Town and have moved on to Evans Road. Comm Muzzone added that they are proceeding west from Evans.

Comm Jones asked about progress on the septic quotes for the town building. Bill said one company came and looked but he's still waiting for their quote and one from one other company.

Mayor Ditty asked if we had received the signed contract from Erin Trauger. Heather said we have not, but she has been in contact with Erin, and she is still getting what we need together to send to us. Heather said she will follow up with Erin this week.

Bill said Erin has not done anything for the Town that is billable yet.

Comm Anderson asked about what is happening with Hall Road. Bill said they are still working on getting quotes, but said if he and Jeff did the job, it would be about \$4000 for the material and rental equipment required.

Comm Ingram asked when the work could get done for Hall Rd? Comm Muzzone said we are still waiting for the quotes before the work can even start, but hopefully within a few weeks.

The work would consist of all the road from the Culvert on Dayton to the Maintenance Building and PW has been ready to fix Hall Rd since they started in July.

Comm Muzzone stated this would be a temporary fix until we get the grant money to do a proper repair. The grant will take care of all the road plus the loop.

The Mayor asked where they were starting the cleaning of the culverts/swales. Bill said they will be starting west of Hammock across the street from Heidi Salmon's house and then work down the street. This has been a problem area with flooding.

Mayor Ditty asked how many work orders for Public Works are submitted by residents a month. Bill said not many, none in April and maybe one in March.

C) Administration/Treasurer's Report – Heather Roberts, Town Clerk

Heather read her report in full.

Heather also provided a chart of the current and recommended Building Liability coverage. She met with the FMIT insurance representative and discussed increasing the assessed building values since they have not been evaluated / increased since 2009. To bring the values up to the recommended assessed value (provided by the FMIT rep) the pro-rated cost for the rest of the year would be an additional \$1749. The current premium is \$2,058, so the

revised premium will be \$3,807 for the year. The projected new yearly rate will be approximately \$6000 for the fiscal year ending 2024. This will bring up the property value of all the buildings the town owns to the proper replacement value. Our deductible remains the same \$500 if not storm related and 5% of the value if storm related. The finance committee was given this information last week and agreed to proceed with the recommendation of FMIT.

Comm Foster asked if increasing the deductible would lower the premium. Heather said she will ask but the rate we have is extremely reasonable considering the recommended building premium total.

Vice Mayor Calenda made a **MOTION** to increase the Building Liability Coverage to bring the property coverage from \$192,034 to \$580,000 which will also include the Public Works Bays. The pro-rated cost for the remainder of the fiscal year is \$1,749 bringing the cost to \$3,807 and the new estimated rate of \$6,000 for 2024., Comm Anderson seconded the **MOTION**. There was a roll call vote and the whole commission was in favor. The **MOTION** was passed.

Heather said we received a certified letter from the County of Brevard regarding aerial spraying for Mosquitos.

The commission voted not to approve the aerial spray but still wants the regular ground mosquito spraying to be done.

Heather also went over the letter she has written to Senator Mayfield regarding the alternate project request related to the Dayton Bridge grant. She asked if the commission had any changes, they would like to make to the letter she had written. She also has attached a list of the Culverts that need to be repaired.

Comm Anderson asked for more culverts to be added to the list so we can get the maximum grant money allowed.

Mayor Ditty asked Bill if he could go over the cost of the culverts on the list and ensure they are up-to-date. Bill said these are estimates that he just received from contractors recently.

Heather asked if the letter for the Senator was okay to sign off on so we can apply for the grant money for storm water drainage.

Bill said storm water drainage is very important to the Federal Government.

Mayor Ditty suggested increasing each culvert another \$5,000 and adding one more culvert to the list.

Heather said this is a reimbursable grant and we have till 2025 to finish the projects.

D) Building Department – Chanda Kelley, Deputy Clerk

Heather Roberts went over the building report in full.

IX. Consent Agenda

- E) Opportunity for Audience input regarding Consent Agenda - None
- F) Opportunity for Commission to Remove Items from Consent Agenda - None
- G) Recommended Actions:
 - 1) Approval of Minutes: For Filing
 - (a) Regular Commission Meeting –March 28, 2023 (at table)
 - (b) Personnel Manual Workshop – April 11, 2023
 - (c) TRB Meeting – March 30, 2023
 - (d) Finance Committee – March 20, 2023
 - (e) Beautification Committee – April 18, 2023
 - 2) Acceptance of Financial Statements – March 2023
 - 3) Approval of Reports: *FOR FILING ONLY*
 - (a) Department Reports: Public Works, Police Department, Administration/Treasurer’s Report, Building Department.

Vice Mayor Calenda made a **MOTION** to accept the consent agenda as listed on the April 25, 2023, agenda with the correction to the Finance Minutes of PC to PNC and the addition of the Special Commission meeting from April 20, 2023, with a correction to these minutes that COE be changed to CEO. Commissioner Foster second the **MOTION**. The Commission all voted in favor of MOTION. **MOTION** passed.

X. Commission & Verbal Committee Reports –

- A) SCLOC Dinner April 10, 2023 – Cape Canaveral

Commission Foster read her summary of what happened at the SCLOC dinner on April 10, 2023.

- B) SCLOC upcoming Dinner – May 8, 2023, at Indialantic/Melbourne Beach

Mayor Ditty stated that the Town partnering with West Melbourne will be hosting June SCLOC dinner scheduled for June 12 and welcome the whole commission and the office staff to attend.

XI. Action Item Review: Review Action items for the April 25, 2023, list.

Item #13 – Update the Hester Wagner Community House (HWCH) contact to add no smoking inside or outside of the building.

HWCH also needs a new refrigerator. Bill will buy a replacement not to exceed \$750.

Comm Jones suggested making a new section on the Action Items for all Closed items at the bottom of the list.

XII. Unfinished Business: none

XIII. New Business –

- A) Increase in Water and Wastewater fees by City of Melbourne

Heather read the letter the town received regarding the increase to the water and waste water fees by the City of Melbourne.

B) Ordinances 2023-01 – Board Composition (TRB & CEB) – (at table)

John Cary read the title of Ordinance 2023-01.

Vice Mayor Calenda made a **MOTION** to accept the first reading of Ordinance 2023-01. Commission Foster seconded the **MOTION**. The commission was all in favor of **MOTION**. **MOTION** passed.

C) Board of Adjustments – Welcome current members Bob Murphy, John Daly and Tom Kjerulff and approve and welcome new members Dan Carelli and Christine Kretz.

Vice Mayor Calenda made a **MOTION** to welcome the current members Bob Murphy, Tom Kjerulff and John Daly and new members Dan Carelli and Christine Kretz to the Board of Adjustments. Commission Anderson seconded the **MOTION**. The commission was all in favor of **MOTION**. **MOTION** passed.

D) Smoking policy at HWCH

Will have HWCH contract updated to include no smoking inside and outside of the HWCH.

E) Playground Lease

Mayor Ditty stated that the lease for the playground is up next year, and the Town would like to renew it for another 20 years. New equipment is needed. The equipment is old and needs to be replaced. The Town is working on getting grants from the municipalities to get new equipment.

Comm Muzzone asked about whether we have insurance on the Playground.

Heather said she was not sure and would find out for the commission and how much it is.

F) Town Debris Dump – moved to May agenda.

Mayor Ditty said we should move the gate to the other side so it would be easier for Public Works and the residents to get in, but we are going to table this discussion till next month's meeting because Bill Losee should be here for this discussion.

John McNeil said he has a very small swale, and it is hard to place his yard debris down without blocking his driveway. Would like the Town to open the Dump again. Maybe the town should invest in cameras and signs so there will be no illegal dumping.

Mary Jane Moon said it was suggested that a kinder gentler name for the CEB would be Code Compliance Board.

Mayor Ditty said it can be done we can call it anything we like.

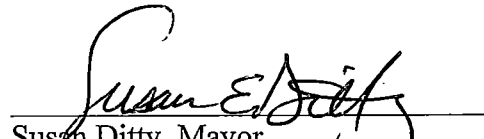
XIV. Approval for Payment - none

XV. Adjournment 8:34pm

If an individual decides to appeal any decision made by the Town Commission with respect to any matter considered at this meeting, a record and transcript of the proceedings will be required and the individual will need to ensure that a verbatim record and transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based and will be acceptable in a court of law (FS286.0105). Such person must provide a method for recording and transcribing the proceedings verbatim as the Town does not provide such a record or transcript. In accordance with the Americans Disabilities Act and Section 286.26, Florida Statutes, persons needing special accommodations for this meeting shall, within a reasonable time prior to the meeting contact the Office of the Town Clerk (321) 723-8300.

ATTEST:


Heather Roberts, Town Clerk


Susan Ditty, Mayor