



TOWN OF MELBOURNE VILLAGE

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REGULAR COMMISSION MEETING

Minutes

Tuesday February 27, 2024

6:30 PM

AHF Hall

- I. Call to Order: 6:37 pm.
- II. Pledge of Allegiance: Led by mayor.
- III. Roll Call: present were Commissioners Anderson, Muzzone, Yorio, Vice Mayor Foster and Mayor Ditty
- IV. Mayor's Report: (at table) Mayor read in full
- V. Additions/Deletions and Re-ordering: Audit Report moved from X. B to VI. B
- VI. Correspondence Appearances, Presentations:
 - A) Commission Candidates - Scott Perrine and Valerie Calenda

Vice Mayor Foster made a **MOTION** to accept both candidates as Commissioners. Commissioner Muzzone seconded the **MOTION**. All were in favor. **MOTION** passed.

After the motion was passed Mayor Ditty swore in both candidates.

- B) Audit Presentation – Ally Revel, Moran and Smith Audit Manager provided draft financial statements and presented a power point presentation highlighting the key points of the financial activity for the fiscal year ending September 30, 2023. Ally noted all past management comments were cleared and there were no audit comments noted in the audit year and the statements present fairly, in all material respects and in accordance with accounting principles generally accepted in the United States of America.

Commissioner Calenda made a **MOTION** to accept the final audit draft with a few minor wording changes. Commissioner Yorio seconded the **MOTION**. Roll call was taken. All the commission were in favor. **MOTION** was passed.

VII. Public Forum (3-minute limit each)

- Lelie Fay asked if the Commission would be willing to let Mr. Dix use the Hester Wagner Community House for his yoga class as the AHF was being painted, the Commission were all in favor.
- Susan Bryant mentioned the bicyclist group and stated they are using the sidewalks to which Mayor Ditty stated we need a contact name to be able to approach the group to discuss.
- Carol Dobson stated she doesn't want the roads re-paved and asked the status of the playground. Mayor Ditty explained the playground is on the list, however the town has other pressing projects that are necessary to complete. She also stated that the town is looking at grants and other options for the playground.

VIII. Department Reports

- A) Public Safety – Sheriff’s Department – Lt. Gish read report in full
- B) Public Works/Code Enforcement – Jeff Conklin, Public Works read report in full/ Mayor Ditty went over highlights for Code Enforcement
- C) Administration/Treasurer’s Report – Heather Roberts, Town Clerk (at table) read report in full
- D) Building Department – Heather Roberts, Town Clerk (in Finance Packet)

IX. Consent Agenda

(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).

- E) Opportunity for Audience input regarding Consent Agenda
- F) Opportunity for Commission to Remove Items from Consent Agenda
- G) Recommended Actions:
 - 1) Approval of Minutes: For Filing
 - (a) Special Commission Meeting – January 18, 2024
 - (b) Regular Commission Meeting – January 23, 2024
 - (c) Finance Committee Meeting – January 16, 2024
 - (d) Town Review Board Meeting – January 4, 2024
 - (e) Beautification Committee Report – February 20, 2024 (at table) Mayor Ditty clarified the date for Founders Day and that the pedestrian bridge crosses the M1. (Mayors Bridge)
 - (f) Code Enforcement Board Hearing – November 6, 2023
 - (g) Workshop for Proposed New Charter – January 30, 2024
 - 2) Acceptance of Financial Statements – January 2023
 - 3) Approval of Reports: *FOR FILING ONLY*
 - (a) Department Reports: Public Safety, Public Works, Code Enforcement, Administration/Treasurer’s Report, Building Department.
 - 4) Appointments & Resignations
 - 5) Proclamations/Resolutions

Vice Mayor Foster made a **MOTION** to accept the consent agenda with following changes: with the addition of the date on page 13 minutes of the CEB to 11/6/23, and Commissioner Calenda seconded the **MOTION**. All were in favor. **MOTION** passed.

X. New Business:

A) PW Supervisor Job

Vice Mayor Foster made a **MOTION** to appoint Jeff Conkin as Public Works Supervisor. Starting pay \$45,000. Increasing with certifications accordingly. Annually, 2.5 weeks of leave (which is retro with his time worked previously) also 2.5 weeks of sick time and 11 holidays. Usage of the public works truck at the mayor’s discretion. Commissioner Calenda seconded the **MOTION**. Roll call was taken. All the commission were in favor. **MOTION** was passed.

B) Hudson’s Furniture Buffer Strip:

The Commission decided to make some concessions from the strict guidance of the Town Code, and requests the following:

- Solid concrete wall at northern end of the Hudson property
- Chain link fence on the east and west boundaries (connected to northern concrete wall)
- A gated barrier at the southern end near the main building to allow Hudson's furniture access for maintenance and deliveries.
- Fencing to be 6-8 feet in height
- Vegetative landscaping in buffer strip as needed (TBD after fence installation)

XI. Unfinished Business: NONE

XII. Commission & Verbal Committee Reports –

- A) SCLOC Dinner – February 12, 2024, Hosted by City of Rockledge
- B) SCLOC upcoming Dinner – March 11, 2024, Hosted by the Cities of Malabar & Grant-Valkaria

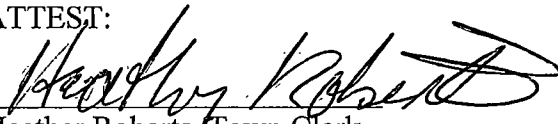
XIII. Action Item Review: Mayor Ditty went over the Action Items (see action item report).

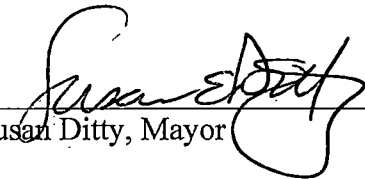
XIV. Approval for Payment: None

XV. Adjournment: 8:58 pm

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