

**TOWN OF MELBOURNE VILLAGE
MINUTES
Regular Commission Meeting/Public Hearing
& Final Reading of Golf Cart Ordinance
2020-05**

**TUESDAY, JANUARY 26, 2021
7:00 PM –Town Hall + Zoom**

- I. Call to Order at 7:00 PM by Mayor Martin
- II. Pledge of Allegiance led by Mayor Martin
- III. Roll Call: Present were Commr Anderson, Calenda, Jones, Murphy, Niemann, Vice Mayor Carroll, Mayor Martin. Also present was Attorney Richardson, and Clerk/Treasurer Collen
- IV. Public Hearing: Ordinance 2020-05-Golf Cart Final Reading
 - A. Commr. Calenda **Motioned** for a reading of the ordinance; Commr. Anderson 2nd. Mayor read title and applicable parts of the ordinance.
 - B. Commr. Calenda post reading **Motioned** to adopt the Ordinance 2020-05 as read. Commr. Anderson 2nd.
- V. Mayor's Report – (Attached in Packet)

Reported on was the Mayors daily diligence of working at the Town Office as a fulltime person in order to place operations back into order. Mayor accomplished getting all Town Officials (Commrs, Dept. Heads and office personnel) to take ethics training on January 16, 2021.

Mayor confirmed with Attorney Richardson the Town has a firework ordinance which does not conflict with State law. The Town will be placing awareness signs out to the public warning them of the ordinance approximately three days before subjective holidays.

Mayor updated Town on COVID and suggested that the annual Founders Day should be postponed. Commr. Calenda **Motioned** to postpone Founders Day to a date unknown pending COVID updates. Commr. Murphy 2nd. the motion.

The **Motion** carried by unanimous vote of all commissioners.

Mayor pressed the need toward town commission for volunteers in filling various open committee spots to assist the Town in its duties. Current needed committees are Code Enforcement, Planning and Zoning, Town Review Board. An extensive discussion was done with Attorney Richardson partaking on the need for new code in order to change committee status.

The Mayor called for a Special Meeting to be conducted regarding this problem on Tuesday, February 2, 2021 to discuss Building Code Ordinance 2012-01. The Town Clerk will email the ordinance out to the Commission ASAP for their review.

VI. Business Tax/Appearances: (Attached in Packet)

Mr. Platt Loftis Spoke to Town as the contact for the Town's Waste Contract. Mr. Loftis stated the cost for fuel service had to increase 1.8% which equals to .15-.16 cents per customer. The Town stated it was happy with services and many citizens have called to praise Waste Pro.

Commr. Calenda **Motioned** that the contract with Waste Pro be accepted as written with the 1.8% increase. Commr. Jones 2nd the Motion. The **Motion** carried by unanimous vote of all commissioners.

VII. Public Forum – Ms. Mary Jane Moon of Cajeput Circle stated she had concerns with the Town's response to Code Enforcement and did not know who to contact when a problem arises. Mayor Martin acknowledged the confusion and stated the Town will have a discussion at a special meeting with regard to committee members. Attorney Richardson discussed normally for nuisance calls such as noise, the Code Officer is the Police Chief, and for property related issues such as zoning and signs the Code Officer would be the Town Superintendent. The Town Superintendent would then bring the violation to the Code Enforcement Board for issuance of a penalty. Animal control would still be managed by County.

Mr. Jones of Hammock Rd stated he has had the opportunity to serve the town over the years in several elected positions and has grown concerned how the organization of the Town is. Mr. Jones made several points to create more accountability toward all department heads in the Town and to propose a monetary benefit to serving Mayors in order to produce accountability. An extensive discussion was made with Attorney Richardson on how the Town could better define roles and make it more appealing for people to help. Attorney Richardson cited that here would be a need to change the Town Charter and it would be extensive.

The Town took many comments from the seated public on how to operate the Town efficiently and more accountable. The discussion was ended with the Commission stating that the Town needs a workshop later once transition measures are handled.

VIII. Correspondence –Mr. Richard Jones three-page packet of recommendations based upon his work as a past council member and professional. (Attached)

IX. Action Item Review

Town will be conducting interviews Thursday, January 28, 2021 to assist in accounting per Finance Recommendations.

Mayor proposed a five dollar per day fee for construction vehicles that take up the whole road. This would help the Town in getting funds and protect the public. After discussion by council, it was proposed by Commr. Jones to let person know who have a permit that the roads are narrow. The discussion can be brought up at a later date.

X. Department Reports

A) Police Department – Gary Loos, Chief of Police (Report Attached)

Chief announced that he welcomes and encourages any and all commission and public to come to his office for with complaints and discussion on how he could better serve the Town. The Chief obtained various grant money of approximately five thousand dollars to help pay for operating cost. The Chief also stated crime is down considerably in Melbourne Village and feels it is because of COVID measures, and as a whole the police are very active in traffic enforcement.

Ofc. Mason completed officer survival school and Ofc. Magnum who was hired last month is now working full-time night shift.

B) Public Works – Brad Ward, Lead, Public Works (report attached)

1. Stated he has been busy in George Tompkins absence (due to illness) in getting Town ready for hurricane season. Mr. Ward also presented a timeline of projects he has been doing on an annual basis to submit to the Town for its awareness. Mr. Ward also completed soffit and fascia repair on Town Hall building. He will be repainting it soon.

C) Administration – Jimmy Collen, Town Clerk/Treasurer report attached)

1. Clerk has been keeping busy with records compliance and sending reports to State in a timely fashion. All action items for insurance audit have been completed. The Treasurer has recouped approximately six thousand dollars in fees and reconciliations that had been paid for delinquent reports in the past. The towns insurance policy was also updated to reflect accurate numbers.

XI. 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).

December 15, 2020 Commission Meeting minutes will be approved February 2, 2021 due to unavailability at this meeting.

Resignation of committee members:

Planning and Zoning/Town Review Board: Scott McCoy, Joe Lourcey, Peter Fronterio, and from the Board of Adjustment: Dr. Rod Stiefbold resigned as chair and member.

XII. New Business –

A) Renewal of Sage Accounting Software.

Motion by Commr. Calenda to approve the Sage Software Bill payment of \$1726.00.

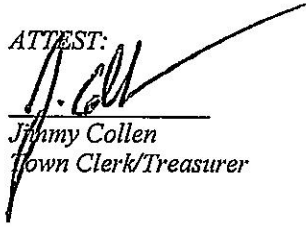
2nd by Commr. Anderson.

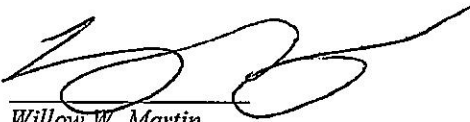
Roll Call Vote: The Motion carried by commissioners: Jones, Niemann, Anderson, Calenda, Murphy, and Mayor Martin with yay votes. Vice Mayor Carroll was not present momentarily and did not vote.

Town Building Code Official to speak at special meeting reference his idea to amend the permit process and fees.

XIII. Adjournment – 9:40 p.m.

ATTEST:


Jimmy Collen
Town Clerk/Treasurer


Willow W. Martin
Mayor