

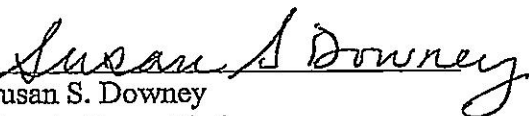
MINUTES
TOWN OF MELBOURNE VILLAGE
SPECIAL COMMISSION MEETING
Friday, February 12, 2021
7:00 PM – Town Office

- I. Call to Order by Mayor Martin 7:05 p.m.
- II. Pledge of Allegiance led by Mayor Martin.
- III. Roll Call Present were Commrs Anderson, Calenda, Murphy, McCharles, VM Niemann and Mayor Martin. Also present were Town Attorney Richardson, Town Clerk/Treasurer Collen. Commr Jones was excused from this meeting.
- IV. Retirement of File Clerk Ms. Fay notified the Town of her retirement effective February 17, 2021(Letter Attached). Commr Calenda motioned to recognize Ms. Fay retirement and service to the community. Commr Anderson 2nd. The recognition carried unanimously. Commrs Anderson, Calenda, Murphy, McCharles, VM Niemann and Mayor Martin voted unanimously to recognize Ms Fays retirement.
- V. Hire of New Records Administrator In anticipation of Ms. Fays retirement an ad was placed on Indeed and approximately twenty candidates were reviewed. VM Niemann motioned to table the hiring discussion until February 23, 2021 so more public could be made aware. Commr. Calenda 2nd the motion. After discussion Commr's Anderson, Calenda, McCharles, Murphy, Mayor Martin voted no to table the issue.VM Niemann voted yes to table. The motion was denied.
 - A. Hire of new Records Administrator Nicole Carrera at 12.50 and hour part time. Commr. Anderson motioned to hire Ms. Carrera at 12.50 an hour pending background check and finished job description by next meeting. Commr. McCharles 2nd. Voting yes were Comm Anderson, Calenda, McCharles, VM Niemann, Mayor Martin. Voting no was Commr. Murphy. The motion carried.
- VI. Resignation of Town Superintendent (George Tompkins resignation letter attached) A motion was made by VM Niemann to authorize Town Attorney Richardson to negotiate with former Town Superintendent Tompkins for a separation release. Commr. Calenda 2nd the motion. The motion was passed unanimously.
- VII. Promotion of New Town Superintendent Motion by Commr. Calenda to promote Team Lead Bradley Ward to new Town Superintendent at an annual salary of forty thousand a year with six months' probation. Commr Anderson 2nd motion. Discussion resulted in Mr. Ward's extensive experience already as team lead and producing various Town reports. Ward had on hand documents of his past work and a checklist of items that needed to be completed (attached). Motion passed unanimously by all commissioners.
- VIII. Rehire of former employee Ryan Plyman to Public Works
Superintendent Ward asked commission to rehire Ryan Plyman a former Public Works Employee for Melbourne Village to assist him in his public works duties. Commr Calenda motioned to hire Ryan Plyman at twelve dollars an hour fulltime subject to a refreshed background check. Commr. Anderson 2nd the motion. After discussion the motion passed unanimously by all commissioners.

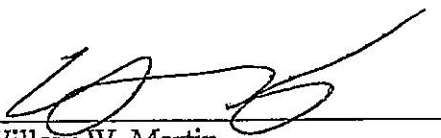
IX. Adjournment at 8:15 PM.

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:



Susan S. Downey
Deputy Town Clerk



Willow W. Martin
Mayor