

TOWN OF MELBOURNE VILLAGE
MINUTES
Regular Commission Meeting
Tuesday, November 28, 2017
7:00 PM - Town Office

- I. Called to Order at 7:10 pm by Mayor Carroll
- II. Pledge of Allegiance led by Mayor Carroll
- III. Roll Call: Present were Commr Calenda, Murphy, Sinton, Vice Mayor McCoy, Mayor Carroll;
Excused were Commr Gaul, Lourcey.
- IV. Mayor's Report –
 - A) Annual Raise for Town Clerk Gail Griswold – postponed to later date
- V. November Transition
 - A) Approval of Minutes for Filing
 - 1) Regular Commission Meeting – Oct 24, 2017 - added to consent agenda
 - B) Oath of Office for Commissioners Gerda Murphy, Valerie Calenda, and Sommer Lourcey – postponed to next month
 - C) Election of Vice Mayor – Motion by Commr Murphy to nominate Commr McCoy. 2nd by Commr Calenda. No other nominations were raised. Mayor Carroll declared Commr McCoy Vice Mayor by acclamation.
 - D) Selection of Space Coast League of Cities Delegate and Alternate – Delegate and alternate will remain the Mayor and Vice Mayor.
- VI. Additions/Deletions and Re-ordering
 - Add June 27 and Sept. 27 minutes to consent agenda for approval for filing
- VII. Business Tax Receipt Applications/Appearances/Presentations – None
- VIII. Public Forum – Sandi Dix raised a question about timeliness of minute preparation
- IX. Correspondence –
 - A) League of Women Voters Thank You for donation on behalf of Pricilla Griffith – noted
 - B) Annual Rate Adjustment Waste Pro – noted for record
- X. Commission & Verbal Committee Reports - Commr Calenda noted that she planed to hold the first meeting on a new Town Emergency Plan in January.
- XI. Review of Previously Assigned Action Items – brief review
 - Several items were referred to the drainage workshop or other committees or meetings. Next month's list will reflect updates.

XII. Department Reports

- A) Police Department – Chief Jack King reviewed his report
- B) Public Works – Town Supt. George Tompkins reviewed his report
Doors at the HWCH need replacing or major repair. Probably shouldn't wait on other building improvements. Commr Calenda indicated that she had pictures of the preferred doors and source which she would provide to the Mayor and Town Superintendent.
- C) Administration – Town Clerk, Gail Griswold
 - 1) Annual Office Open House, 29 December – 12-3 pm – Noted
 - 2) Decorating Street Sign with Christmas Ribbons – discussed – several commissioners volunteered.
- D) Treasurers' Report – Treasurer, Gail Griswold – no issues
- E) Building Department – Deputy Town Clerk Amber Boerner – Noted

XIII. Consent Agenda

- A) Opportunity for Audience input regarding Consent Agenda – none
- B) Opportunity for Commission to Remove Items from Consent Agenda – none
Motion by Commr Sinton to approve amended consent agenda, 2nd by Vice Mayor McCoy
- C) Recommended Actions:
 - 1) Approval of Minutes: For Filing: June 27, 2017, September 27, 2017, October 24, 2017
 - 2) Acceptance of Financial Statements – October - SUBJECT TO AUDIT
 - 3) Approval of Reports: FOR FILING ONLY
 - (a) Department Reports: Public Works, Police Department, Building Department
 - (b) Board of Adjustments – 30 Oct 17
 - (c) Finance Committee – 27 Nov 2017
 - (d) Town Review Board – 1 Nov 2017
 - (e) *No Meetings this month* - Town Beautification Committee Neighboring Relations Committee, Planning and Zoning, Permit & Inspection Committee
 - 4) Appointments & Resignations – Charles Wymer : Code Enforce. Brd, P&Z Brd & TRB (as P&Z)
 - 5) Proclamations/Resolutions – NoneMotion Approved

XIV. Unfinished Business –

- A) Ordinance 2018-01 – Budget Amendment FY17/18 – Final Reading
Motion by Commr Sinton to read Ord 2018-01 for 2nd reading by title only, 2nd by Commr Calenda
Motion Approved

Mayor Carroll read the Ordinance by title only

Motion by Commr Calenda to adopt Ord 2018-01 on second and final reading, 2nd by Commr Murphy.

Motion by Commr Calenda to amend Appendix A to New Appendix A as presented to the Commission at this meeting. 2nd by Commr Murphy

Motion to Amend Approved

Roll Call Vote: Voting Yes were Commr Calenda, Murphy, Sinton, Vice Mayor McCoy, Mayor Carroll; Voting No were None.

Vote was 5 Yes 0 No

Ordinance 2018-01 was duly adopted by the Commission.

XV. New Business - None

XVI. Approval for Payment – None

XVII. Review of Newly Assigned Action Items

Info on beetles – Town Superintendent and Beautification Committee

Send letter to Hudson Furniture about buffer strip – Town Superintendent

Prepare map showing houses that flooded for Drainage Workshop – Town Superintendent

Get Minutes up to date – Town Clerk/Treasurer

Research ordinance restricting truck traffic on bridge – Town Clerk/Treasurer

Letter to AHF on Locational Anonymity – Commr Sinton

XVIII. Adjourned at 9:17 pm

~~~signed~~~ \_\_\_\_\_  
*Rand Carroll*  
*Mayor*

ATTEST:

~~~signed~~~ \_\_\_\_\_  
Gail E. Griswold
Town Clerk/Treasurer