

TOWN OF MELBOURNE VILLAGE

MINUTES

Regular Commission Meeting

Tuesday, October 25, 2016

7:00 PM - Town Office

- I. Called to Order 7:10 pm
- II. Pledge of Allegiance led by Mayor Carroll
- III. Roll Call: present were Commr Calenda, Gaul, Lourcey, Murphy, Sinton, Vice Mayor McCoy, Mayor Carroll
- IV. Mayor's Report (at table)
 - 1) Schedule Workshop Meeting with the Town Beautification Committee
Scheduled for Nov. 22 prior to Commission Meeting.

Mayor Carroll recommended 2% raises for all three department heads
 - 2) Annual Raise for Chief Jack King
 - 3) Annual Raise for Town Supt George Tompkins
 - 4) Annual Raise for Town Clerk Gail GriswoldMotion by Vice Mayor McCoy to approve, 2nd by Commr Calenda
Roll Call Vote: Voting Yes were Commr Calenda, Gaul, Lourcey, Murphy, Sinton, Vice Mayor McCoy, Mayor Carroll; Voting No were None
Motion Approved
- V. Additions/Deletions and Re-ordering
- VI. Business Tax Receipt Applications/Appearances/Presentations –
 - A) Business Tax Receipt - United Parcel Services – Annual Request for POD for delivering Holiday package delivery
Motion to approve by Commr Calenda, 2nd by Commr Gaul
Motion Approved
- VII. Public Forum
None
- VIII. Correspondence –None
- IX. Commission & Verbal Committee Reports
None
- X. Review of Previously Assigned Action Items
 - 1) Ariel Spraying Mosquito Issues - done
 - 2) Research new Telephones vendor options – on to do list
 - 3) Drainage on Jeannie Drive – working with Scott Lamb to determine status and needs
 - 4) Easement Inventory – draft done
 - 5) New Website – on to do list
 - 6) Schedule workshop on HWCH at Community House - December – schedule in November

XI. Department Reports

A) Police Department – Chief Jack King

Reviewed his report and requested 2% raises

- 1) Annual Raise for Sgt Jason Wheeler
- 2) Annual Raise for Corporal Michael Shrum
- 3) Annual Raise for Officer Jimmy Collen
- 4) Annual Raise for Officer Gary Loos

Motion by Commr Sinton to approve, 2nd by Commr Calenda

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

Motion Approved

Discussion of South Dr. at Hammock Rd. – need something to keep people travelling east on South Dr. in their lane. Suggestion – raised lane markers.

B) Public Works –Town Supt. George Tompkins

Reviewed his report. Will express concern to Waste Pro about trucks staying on the road, especially on Jeannie and Brittnee.

- 1) Renewal of Right Cut Tree Service (Matthew Ward) from 1 Oct 16 – 30 Sep 18

Motion by Commr Gaul, 2nd by Commr Calenda to approve for 2 years, citing it as an agreement on price, not a contract for specific services, and a sole source as the only licensed tree service in the Village.

Motion Approved

Commr Sinton was excused due to health

- 2) Annual Raise for Bradley Ward

Recommended 2% raise

Motion by Commr Gaul to approve, 2nd by Commr Lourcey

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

Motion Approved

C) Administration – Town Clerk, Gail Griswold

- 1) Annual Raise for Amber Boerner
- 2) Annual Raise for Leslie Fay
- 3) Annual Raise for Heidi Salmon

Recommended 2% for each

Motion by Commr Gaul, 2nd by Commr Calenda to approve

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

Motion Approved

D) Treasurers' Report – Treasurer Gail Griswold

- 1) Discussion of Holiday Bonus for Town of Melbourne Village employees and 2 police reservists for Payroll 24 Nov (Ending 20 Nov)

Motion by Commr Gaul to approve, 2nd by Commr Murphy

Motion Approved

- 2) Floating Holiday discussion (*Request Friday, Dec. 23*)
No Objection

E) Building Department – Deputy Town Clerk Amber Boerner
Report noted

XII. 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 Gaul, 2nd by Vice Mayor McCoy to approve

C) Recommended Actions:

- 1) Acceptance of Financial Statements –September - SUBJECT TO AUDIT
- 2) Approval of Reports: FOR FILING ONLY
 - (a) Department Reports: Public Works, Police Department, Building Department
 - (b) Finance Committee – October 24, 2016 (At Table)
No Meetings this month Permit & Inspection Comm, Town Review Board, Neighboring Relations Committee, Board of Adjustment, Town Beautification Committee
- 3) Appointments & Resignations – None
- 4) Proclamations/Resolutions –
 - (a) Proclamation for Waste Pro during Hurricane Matthew

Motion Approved

XIII. Unfinished Business – None

XIV. New Business –

Ord 2017-01 – amending 2015-16 budget

Motion to read by Commr Gaul, 2nd by Vice Mayor McCoy

Motion Approved

Mayor Carroll read ordinance

Motion by Commr Gaul to adopt, 2nd by Vice Mayor McCoy

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

Motion Approved

XV. Approval for Payment – None

XVI. Review of Newly Assigned Action Items

XVII. Adjournment at 9:38 pm

~~~signed~~~  
Rand Carroll – Mayor

Attest:

~~~signed~~~  
Gail E Griswold – Town Clerk/Treasurer