

**TOWN OF MELBOURNE VILLAGE**

**Minutes**

**Regular Commission Meeting**

**Tuesday, December 20, 2016**

**7:00 PM - Town Office**

- I. Called to Order at 7:12 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 – Mayor Carroll gave a brief report about on-going discussions with Brevard County about the maintenance of the m-1 canal and the culvert and bridge at South Drive.

Set date & Budget (\$2,000) for Founders' Day 2017 – 60<sup>th</sup> Ann. (Suggest 22 & 23 April)

Motion by Vice Mayor McCoy to set the weekend of the 22 and 23 of April for Founders' Day and to approve the expenditure of budgeted funds up to \$2,000 plus donations. 2<sup>nd</sup> by Commr Calenda.

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

Vote was 7 Yes 0 No

Motion Approved

- V. Oath of Office for Commissioners Scott McCoy, David Sinton and Steve Gaul and Mayor/Commissioner Rand Carroll

Town Clerk/Treasurer Griswold administered the oath of office for three commissioners and the Mayor/commissioner re-elected in November.

Recess for Christmas Carolers and pictures at 7:20pm

Mtg reconvened at 7:30 pm

- VI. Additions/Deletions and Re-ordering- none
- VII. Business Tax Receipt Applications/Appearances/Presentations – None
- VIII. Public Forum – none
- IX. Correspondence – None
- X. Commission & Verbal Committee Reports – None
- XI. Review of Previously Assigned Action Items – None

XII. Department Reports

- A) Police Department – Chief Jack King Reviewed his report.
- B) Public Works – Town Supt. George Tompkins was excused from the meeting
- C) Administration – Town Clerk, Gail Griswold
  - 1) Reminder Annual Office Open House, 30 December – 12-2:30 pm  
Noted
- D) Treasurers' Report – Treasurer, Gail Griswold
  - 1) TRIM Report on Millage  
Noted
- 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

C) Recommended Actions:

Motion by Commr Gaul to approve the consent agenda. 2<sup>nd</sup> by Commr Sinton.

- 1) Approval of Minutes: For Filing
  - (a) Town Beautification Committee & Commission Workshop – Nov. 22, 2016 (At table)
  - (b) Regular Commission Meeting – Nov. 22, 2016 (At table)
- 2) Acceptance of Financial Statements – November - SUBJECT TO AUDIT (At Table)
- 3) Approval of Reports: FOR FILING ONLY
  - (a) Department Reports: Public Works, Police Department, Building Department
  - (b) Finance Committee – 19 Dec 2016
  - (c) Town Review Board – 30 Nov 2016
  - (d) *No Meetings this month* - Town Beautification Committee, Neighboring Relations Committee, Planning and Zoning, Board of Adjustment, Permit & Inspection Committee
- 4) Appointments & Resignations – None
- 5) Proclamations/Resolutions – None

Motion Approved

XIV. Unfinished Business – None

XV. New Business – None

XVI. Approval for Payment –

A) Florida Municipal Insurance Trust (FMIT) –

Motion by Commr Gaul to approve the 2nd Installment Billing 16/17 - \$13,988.50. 2<sup>nd</sup> by Vice Mayor McCoy.

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

Vote was 7 Yes 0 No

Motion Approved

B) Municipal Code Corporation – Laserfiche Support Renewal –

Motion by Vice Mayor McCoy to approve payment of \$2264.25. 2<sup>nd</sup> by Commr Calenda.

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

Vote was 7 Yes 0 No

Motion Approved

XVII. Adjournment: meeting adjourned at 8:19 pm

~~~signed~~~\_\_\_\_\_

Rand Carroll – Mayor

Attest:

~~~signed~~~\_\_\_\_\_

Gail E Griswold – Town Clerk/Treasurer