

**TOWN OF MELBOURNE VILLAGE  
MINUTES**

**Regular Commission Meeting**

**Tuesday, April 25, 2017**

**7:00 PM - Town Office**

- I. Called to Order at 7:04 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
- IV. Mayor's Report –
  - A) Founders' Day Update – Mayor Carroll and Deputy Clerk Amber Boerner gave an update on plans
- V. Additions/Deletions and Re-ordering  
Add Tamera Yntema for a Business Tax Receipt  
Add Proclamation for Jean Henderson to Consent Agenda
- VI. Business Tax Receipt Applications/Appearances/Presentations
  - A) Tamera Yntema – 321 Travel Now – home based travel agency  
Motion by VMM to approve, 2<sup>nd</sup> by Commr Sinton  
Motion approved
- VII. Public Forum – None
- VIII. Correspondence – None
- IX. Commission & Verbal Committee Reports  
Commr Sinton reported on the next IRL project to be tackled – the Crane Creek watershed – there is a proposal to divert more of the water back towards the St. Johns. The concern for the Town will be where they place the diversion. The current proposal is at the weir at Evans Rd, and the M-1. This could result in a lack of water for the wildlife in the stretch of the M-1 through the village. We need to keep an eye on these plans.
- X. Review of Previously Assigned Action Items  
Report reviewed
- XI. Department Reports
  - A) Police Department –  
Chief Jack King reviewed his report
  - B) Public Works –  
Bradley Ward reviewed the report and reported that approx.. 40 bolts are missing underneath the HWCH and they will be replaced – 2 joists need to be refastened.
  - C) Administration –  
Town Clerk, Gail Griswold reported on the status of the remodeling of the Fed-ex building – the owner of the property will bring the landscaping into compliance with the original site plan. Has requested to reposition some of the required trees – several of them probably died because the original location was too small to support them. Two others were at the south-east corner of the property, and would block the view of the building from 192 traffic. The Commission expressed no objection to these trees being placed next to the building rather than where the original ones were.
  - D) Treasurers' Report – Treasurer, Gail Griswold
    - 1) Audit Update – on schedule

- E) Building Department – Deputy Town Clerk Amber Boerner  
Deputy Clerk Amber Boerner reviewed the report

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 Sinton to approve, 2<sup>nd</sup> by Vice Mayor McCoy

C) Recommended Actions:

- 1) Approval of Minutes: For Filing
  - (a) Regular Commission Meeting – March 28, 2017 (At Table)
- 2) Acceptance of Financial Statements – MARCH- SUBJECT TO AUDIT
- 3) Approval of Reports: FOR FILING ONLY
  - (a) Department Reports: Public Works, Police Department, Building Department
  - (b) Finance Committee – April 24, 2017 (At Table)
  - (c) Planning and Zoning – April 13, 2017 (At Table)  
*No Meetings this month* - Neighboring Relations Committee, Board of Adjustment, Permit & Inspection Committee, Town Review Board, Town Beautification Committee
- 4) Appointments & Resignations – None
- 5) Proclamations/Resolutions –
  - (a) Proclamation –High School Graduates Class of 2017 (If applicable will be At Table)
  - (b) Proclamation – Municipal Clerks Week May 7 – May 13, 2017
  - (c) Proclamation – Public Works Week May 21 – May 27, 2017
  - (d) Proclamaion – Jean Henderson Day – April 29, 2017

Motion Approved

XIII. Unfinished Business – None

XIV. New Business – None

XV. Review of Newly Assigned Action Items

- HWCH – PW to replace bolts and shore up  
Recycling representation at Founders’ Day – Amber

XVI. Approval for Payment –

- 1) Payment to Brevard County Board of County Commissioners (Hurricane Matthew Debris Cleanup)  
- \$2,569.80  
Motion by Commr Murphy to approve, 2<sup>nd</sup> by Commr Calenda  
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  
Motion Approved

XVII. Adjournment: adjourned at 8:17 pm

~~~signed~~~  
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Rand Carroll – Mayor

Attest:

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