

**TOWN OF MELBOURNE VILLAGE**  
**MINUTES**  
**Regular Commission Meeting**  
**Tuesday February 27, 2018**  
**7:00 PM - Town Office**

- I. Call to Order at 7:05 pm by Mayor Carroll
- II. Pledge of Allegiance led by Mayor Carroll
- III. Roll Call: Present were Commr Calenda, Gaul, Murphy, Sinton, Mayor Carroll; Excused were Commr Lourcey, Vice Mayor McCoy
- IV. Mayor's Report – (Given Verbally at Table)
- A) Mayor Carroll gave an update on plans for Founders' Day.  
George Tompkins will get with the AHF about re-grading the parking lot.
- V. Additions/Deletions and Re-ordering
- A) Under PW dept report delete 510 Hammock Rd Tree issue and add HWCH Air conditioner issue.  
B) Add Resignation of Sommer Lourcey Under VI.  
C) Consent agenda – add water month proclamation and delete TRB minutes.  
D) Under Commission reports – add RFP for stormwater
- VI. Business Tax Receipt Applications/Appearances/Presentations
- A) Resignation of Commr Lourcey from the Commission  
Motion by Commr Gaul to accept 2<sup>nd</sup> by Commr Sinton  
Motion Approved  
Motion by Commr Gaul to nominate Richard Jones to serve until the next election, 2<sup>nd</sup> by Commr Calenda.  
Mayor Carroll asked if there were any other nominations  
Hearing none, and with no objections, he announced the appointment of Richard Jones to the Commission seat vacated by Commr Lourcey.  
Motion Approved
- Commr Jones took the oath of office and was seated
- B) Tom Kjerluff-L5 Video and Proposal  
The Commission did not watch the video – it is available in the office for anyone who wishes to see it. Mr. Kjerluff presented his case that there are trees in the L-5 canal that were left there the last time the canal was cleared and they need to be removed.  
After extensive discussion it was decided that Mr. Kjerluff, Town Superintendent Tompkins, and Commr Jones will prepare a list of trees to be removed and flag them.
- VII. Public Forum – None
- VIII. Correspondence –
- A) Letter from AHF Nutting Wood Green Committee, Susan Ditty  
The Town will minimize travel over the Green and will warn off the County trucks if they see them.

B) Library Impact Fee Advisory Committee Letter – noted – no action

C) Letter from Charles and Josephine Mouille

Town Superintendent Tompkins will get Town Engineer Scott Lamb to look at the berm they reference and see if he feels it is causing a drainage problem.

IX. Commission & Verbal Committee Reports

A. Commr. Calenda – HWCH Workshop Report – Brief update

B. Stormwater RFP

Motion by Commr Jones to authorize the committee to issue the RFP when they are satisfied with the wording of it. 2<sup>nd</sup> by Commr Calenda

Motion Approved

X. Review of Previously Assigned Action Items – status reviewed

XI. Department Reports

A) Police Department – Chief Jack King reviewed his report

1) Letter of Commendation, Ofr. Gary Loos – noted

2) BCSO Dispatch Services for FY2018 - \$3,630.37

Motion by Commr Gaul to approve, 2<sup>nd</sup> by Commr Calenda

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

Vote was 6 Yes 0 No

Motion Approved

B) Public Works – Town Supt. George Tompkins reviewed his report

Motion by Commr Jones to authorize the use of Right Cut to remove trees in ditches that exceed current equipment abilities of PW dept. 2<sup>nd</sup> by Commr Calenda

Motion Approved

1) Discuss Resolution of Tree Code violation at 6691 Towhee Drive

Motion by Commr Jones to accept Mr. Tompkins' resolution of the situation and drop the Commission's request that the issue go to the Code Enforcement Board. 2<sup>nd</sup> by Commr Calenda

Motion Approved

2) HWCH Air Conditioners (AC's)

One of the two AC's at the HWCH failed on Friday. The other one failed Sunday. The Town has had to refund fees for several events because of lack of AC. The Finance Committee did not have quotes for specific AC units but recommended replacing both as soon as possible to avoid further loss of revenue.

Quotes were presented for 4 different units from 3 local firms:  
Weather Engineers – Goodman AC Unit – \$7,256 for two 3 ton units – within 7 days  
Able Air – Payne AC unit - \$4777 each for two 3 ton units – by the 5<sup>th</sup>  
Able Air – Carrier AC unit - \$5088 each for two 3 ton units – by the 5<sup>th</sup>  
Extreme Air – Trane AC unit - \$4937.68 each for two 3 ton units – by the 21<sup>st</sup>

Motion by Commr Gaul to waive further review by the Finance Committee due to the timeliness of the issue and approve installation of two Carrier units by Able Air for NTE \$10,500. 2<sup>nd</sup> by Commr Calenda

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

Vote was 6 Yes 0 No

Motion Approved

C) Administration – Town Clerk, Gail Griswold

1) Resignation Letter of Deputy Clerk Amber Boerner

Motion by Commr Jones to accept the resignation. 2<sup>nd</sup> by Commr Gaul

Motion Approved

Motion by Commr Jones to authorize Town Clerk/Treasurer Griswold to take immediate action to find a replacement. 2<sup>nd</sup> by Commr Calenda

Motion Approved

Motion by Commr Jones to award a \$250 separation bonus to Ms. Boerner. 2<sup>nd</sup> by Commr Calenda.

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

Vote was 6 Yes 0 No

Motion Approved

2) Request from FDOT regarding new streetlights along US 192

Motion by Commr Gaul to approve the plan in concept, with specific assumption of responsibility by the Town to depend on the details and terms of the program. 2<sup>nd</sup> by Commr Jones

Motion Approved

3) County schools request that the Town waive the indemnification agreement required to use the HWCH.

Referred to Town Atty for his advice

D) Treasurers' Report – Treasurer, Gail Griswold

1) Audit Update – noted

E) Building Department – Deputy Town Clerk Amber Boerner 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 to approve, 2<sup>nd</sup> by Commr Calenda

C) Recommended Actions:

1) Approval of Minutes: For Filing

(a) Regular Commission Meeting – January 23, 2018 (At Table)

2) Acceptance of Financial Statements –JANUARY - SUBJECT TO AUDIT

3) Approval of Reports: FOR FILING ONLY

(a) Department Reports: Public Works, Police Department, Building Department

(b) Finance Committee – February 26, 2018 (At Table)

(c) Hester Wagner Comm. House Workshop – January 31, & February 8, 2018 (At Table)

(d) Drainage Ad-Hoc Committee – January 29, 2018

*No Meetings this month* – Planning and Zoning, Neighboring Relations Committee, Permit & Inspection Committee, Town Beautification Committee,

4) Appointments & Resignations – None

5) Proclamations/Resolutions – Water Month

Motion Approved

XIII. Unfinished Business

A) Draft Stormwater RFQ - Distribution and Discussion  
Discussed earlier

XIV. New Business – None

XV. Review of Newly Assigned Action Items

L-5 tree list – T Kjerulff, G. Tompkins, Commr Jones

XVI. Approval for Payment – Handled under Police Department Report

XVII. Adjournment: adjourned at 9:55 pm

ATTEST:

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*Rand Carroll*  
*Mayor*

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*Gail E. Griswold*  
*Town Clerk/Treasurer*