

**TOWN OF MELBOURNE VILLAGE**  
**AGENDA**  
**Regular Commission Meeting**  
**Tuesday, July 24, 2018**  
**7:00 PM - Town Office**

I. Called to Order at 7:12 pm by Mayor Carroll

II. Pledge of Allegiance led by Mayor Carroll

III. Roll Call: Present were Commr Calenda, Jones, Murphy, Sinton, Vice Mayor McCoy, Mayor Carroll; Excused was Commr Gaul

IV. Mayor's Report – Given Verbally at Table

V. Additions/Deletions and Re-ordering  
Add Emergency Plan outline to New Business

VI. Public Forum  
None

VII. Correspondence

A) AHF - confirming Founders' Day reservation – Noted

B) Waste Pro - Letter regarding proposed language for contract amendment on extension.  
Town will prepare an ordinance and ask Waste Pro to attend meeting to discuss.  
Draft to be reviewed by Town Attorney

ACTION ITEM – resolve status of Town Attorney

VIII. Commission & Verbal Committee Reports  
None

IX. Review of Previously Assigned Action Items  
Reviewed and updated

X. Department Reports

A) Police Department – Chief Jack King reviewed his report

1) Approval to Hire Officer Cataldo

Motion by Commr Sinton 2<sup>nd</sup> by Commr Calenda

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

Vote was 6 Yes, 0 No

Motion Approved

- 2) Payment Authorization – Brevard County Emergency Mgt – FY2018 Invoice for 800 MHZ Radio System, \$2114.00  
Motion by Commr Jones, 2<sup>nd</sup> by Commr Calenda  
Roll Call Vote: Voting Yes were Commr Calenda, Jones, Murphy, Sinton, Vice Mayor McCoy, Mayor Carroll; Voting No were None  
Vote was 6 Yes, 0 No  
Motion Approved

Mayor Carroll called a recess at 8:15 pm

Reconvened at 8:25 pm

B) Public Works – Town Supt. George Tompkins

- 1) Drainage Issues  
Add to list of properties that need to be addressed – East house on Acacia Ave.  
Dirt available from Town – post on Next Door
- 2) Proposed Purchase of mini excavator (At Table)  
Town Superintendent Tompkins presented quotes and rationale for purchase.  
Motion by Commr Jones that, considering the cost of continuing the rental and the need to place order soonest, since the Finance Committee did not meet this month, the Commission agree to waive the Finance Committee review and approve the purchase of the Takeuchi TB230 for not to exceed \$34000 plus delivery, to be purchased from the general fund and reimbursed from the Stormwater Utility Fund as monies are available. 2<sup>nd</sup> by Commr Sinton

Roll Call Vote: Voting Yes were Commr Calenda, Jones, Murphy, Sinton, Vice Mayor McCoy, Mayor Carroll; Voting No were None  
Vote was 6 Yes, 0 No  
Motion Approved

C) Administration – Town Clerk, Gail Griswold

- 1) Calendar – Election and Budget  
Proposed and scheduled dates for the upcoming months were reviewed.

D) Treasurers’ Report – Treasurer, Gail Griswold

- 1) DR 420 – Set Hearing Date and Amount for Tentative Millage Rate  
Motion by Commr Jones to hold the 1<sup>st</sup> Public Hearing on the FY 2018-19 Budget on Sept. 4, 2018 and advertise a tentative millage rate of 10% over rollback at 9.9707, and to hold the joint budget workshop on Aug. 23 after the special meeting. 2<sup>nd</sup> by Commr Calenda  
Motion Approved

E) Building Department - Town Clerk, Gail Griswold  
Report noted

XI. Consent Agenda

- A) Opportunity for Audience input regarding Consent Agenda  
None
- B) Opportunity for Commission to Remove Items from Consent Agenda  
None  
Motion to approve by Commr Calenda. 2<sup>nd</sup> by Commr Sinton

C) Recommended Actions:

- 1) Approval of Minutes: For Filing
  - (a) Regular Commission Meeting – Jun 27, 2017
- 2) Acceptance of Financial Statements – JUNE- SUBJECT TO AUDIT
- 3) Approval of Reports: FOR FILING ONLY
  - (a) Department Reports: Public Works, Police Department, Building Department
  - (b) Town Beautification Committee – March 7 and July 16, 2018 Minutes; Annual Report & Budget (At Table)  
*No Meetings this month* - Planning and Zoning, Neighboring Relations Committee, Permit & Inspection Committee, Town Review Board, Hester Wagner Comm. House
- 4) Appointments & Resignations – None
- 5) Proclamations/Resolutions –
  - (a) Proclamation - Town Election 2018 Announcement – Amended

Motion Approved

XII. Unfinished Business – None

XIII. New Business –

- 1) Approval of new fee schedule (Ordinance 2018-02) (At Table)  
Motion by Commr Jones to read Ord. 2018-02. 2<sup>nd</sup> by Commr Calends  
Motion Approved  
Mayor Carroll read Ord 2018-02  
Motion by Commr Jones to adopt Ord 2018-02. 2<sup>nd</sup> by Commr Calenda  
Roll Call Vote: Voting Yes were Commr Calenda, Jones, Murphy, Sinton, Vice Mayor McCoy, Mayor Carroll; Voting No were None  
Vote was 6 Yes, 0 No  
Motion Approved

XIV. Review of Newly Assigned Action Items

- 1) Waste Pro Proposal drafted & checked by atty – Gail
- 2) Find a Town Attorney – Mayor Carroll
- 3) Culvert issue at East house – George
- 4) Trim Notice information filed – Gail
- 5) Contact AHF about use of Hall after storms – Mayor Carroll
- 6) Get Mayor Carroll a copy of Calendars – Gail

XV. Approval for Payment

XVI. Adjournment – adjourned at 10:28 pm

ATTEST:

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*Rand Carroll*  
*Mayor*

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