

**TOWN OF MELBOURNE VILLAGE**  
**MINUTES**  
**Regular Commission Meeting**  
**Tuesday October 23, 2018**  
**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, Gaul, Sinton, Mayor Carroll; Excused were Commr Jones, Murphy, Vice Mayor McCoy
  
- IV. Mayor's Report – Mayor Carroll will invite Morris Richardson to attend the November meeting
  
- V. Additions/Deletions and Re-ordering – Brevard Co. Radio added to Police report
  
- VI. Public Forum – none
  
- VII. Correspondence
  - A) Letter from AHF regarding construction of parking lot head walls.  
Motion by Commr Gaul to approve town sharing the cost 50/50, to be approved within the Mayor's spending limit. 2<sup>nd</sup> by Commr Calenda  
Motion Approved
  
  - B) Letter from Homeowners Richard and Suzan Bryant Re: Brevard County Septic Ordinance  
Deferred to later meeting when more information is available
  
  - C) Dee Smith – request to place a composting material depository at the bulletin board in Dayton Blvd  
Motion by Commr Calenda to approve for trial run through January. 2<sup>nd</sup> by Commr Gaul  
Motion Approved
  
- VIII. Commission & Verbal Committee Reports  
None
  
- IX. Review of Previously Assigned Action Items  
Reviewed
  
- X. Department Reports
  - A) Police Department – Chief Jack King reviewed his report
    - 1) Resignation Carl Cataldo
    - 2) Appointment of Officer Craig Scarlett to Part Time
    - 3) Appointment of Officer Robert Combs from Part Time to Full Time  
Motion by Commr Gaul to accept resignation, approve moving Combs from PT to FT, and hiring Scarlett PT at \$16.50/hr. 2<sup>nd</sup> by Commr Calenda  
Roll Call Vote: Voting Yes were Commr Calenda, Gaul, Sinton, Mayor Carroll; Voting No were None  
Vote was 4 Yes 0 No  
Motion Approved
  
    - 4) Brevard County Radio – Memo of Understanding – authorization to sign  
Motion by Commr Calenda to approve, 2<sup>nd</sup> by Commr Gaul  
Motion Approved
  
  - B) Public Works – Town Supt. George Tompkins reviewed his report
    - 1) Regrading/digging ditches and swales – discussed and reviewed  
Drainage on North Wildwood needs to be reviewed

- 2) Approval of continuation of full-time temporary hire  
Motion by Commr Calenda, 2<sup>nd</sup> by Commr Gaul to approve through November  
Motion Approved

C) Administration – Town Clerk, Gail Griswold

- 1) End of Probationary Period Raise for Michele Rutledge  
Motion by Commr Sinton, 2<sup>nd</sup> by Commr Calenda to approve \$0.75/hr raise  
Roll Call Vote: Voting Yes were Commr Calenda, Gaul, Sinton, Mayor Carroll; Voting No were None  
Vote was 4 Yes 0 No  
Motion Approved

D) Treasurers' Report – Treasurer, Gail Griswold - reviewed

E) Building Department – Town Clerk, Gail Griswold - Reviewed

XI. 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, 2<sup>nd</sup> by Commr Calenda to approve

C) Recommended Actions:

- 1) Approval of Minutes: For Filing
  - (a) Regular Commission Meeting – September 25, 2018
- 2) Acceptance of Financial Statements – SEPTEMBER - SUBJECT TO AUDIT
- 3) Approval of Reports: FOR FILING ONLY
  - (a) Department Reports: Public Works, Police Department, Building Department
  - (b) Finance Committee – June and August Meetings
  - (c) Town Beautification Committee – October 15, 2018 – AT TABLE
  - (d) Town Review Board – October 10, 2018 – AT TABLE  
*No Meetings this month* – Planning and Zoning, Hester Wagner Comm. House Workshop
- 4) Appointments & Resignations –Barbara Howell, resignation from Finance Committee; Barbara Simpson, resignation from the Beautification Committee. Scott McCoy, appointment to Planning and Zoning Board and Steve Gaul, appointment to Finance Committee, effective November, 2018.
- 5) Proclamations/Resolutions – None  
Motion Approved

XII. Unfinished Business – None

XIII. New Business – None

XIV. Review of Newly Assigned Action Items

North Wildwood Drainage – Review – George

XV. Approval for Payment -None

XVI. Adjournment at 8:10 pm

ATTEST:

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Gail E. Griswold  
Town Clerk/Treasurer

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Rand Carroll  
Mayor