

TOWN OF MELBOURNE VILLAGE

AGENDA

Regular Commission Meeting

Tuesday February 26, 2019

7:00 PM - Town Office

- I. Called to Order at 7:02 pm by Mayor Salmon
- II. Pledge of Allegiance led by Mayor Salmon
- III. Roll Call: Present were Commr. Calenda, Commr. Dix, Commr. Jones, Commr. Murphy, Commr. Sinton, Vice Mayor Carroll, Mayor Salmon

- IV. Mayor's Report –
Mayor Salmon participated in the Politicos on Parade program with the League of Women Voters of the Space Coast.
She networked with other Mayors, and county officials to discuss options for the bridge/culvert at Dayton Blvd.

- V. Additions/Deletions and Re-ordering
Add to Public Works Report:
 #4 Erna Nixon/Live Oak bridge
 #5 Hammock Rd. legacy tree
Add to Town Clerk Report:
 1) Sage Software renewal
 2) ADA issues on website

- VI. Business Tax Receipt Applications/Appearances/Presentations – none
- VII. Public Forum
Mary Jane Moon asked when the town would have the speed notice sign we are borrowing from West Melbourne – answer: coming soon, we will have it for 2 weeks.

- VIII. Correspondence – none
- IX. Commission & Verbal Committee Reports
 - 1) Commr. Calenda gave report of the HWCH remodeling committee. The foundation work required will cost about \$17,500.
Motion by Commr. Sinton to authorize the expenditure of up to \$20,000 from the HWCH reserve to provide an adequate foundation for the building, waiving review by the Finance Committee because this is an ongoing project of the commission paid for by designated reserves, and the work planned is essential to making the building safe for the future. 2nd by Vice Mayor Carroll.
Roll Call Vote: Voting Yes were Commr. Calenda, Commr. Dix, Commr. Murphy, Commr. Sinton, Vice Mayor Carroll, Mayor Salmon; Voting No was Commr. Jones.
Vote was 6 Yes 1 No
Motion Approved

 - 2) Commr. Sinton raised a question about the location of ATT lines

 - 3) Kathryn Merry – Beautification Committee
Ms. Merry reported that the Town was awarded the grant the committee had applied for - \$1000.
Motion by Commr. Jones to accept the Keep Brevard Beautiful grant for \$1000 with match by the Town. 2nd by Commr. Calenda. Motion Approved

- 4) Commr. Jones gave a brief recap of the Swale Recovery program one year on, and expressed opinion that it is going well.

X. Review of Previously Assigned Action Items

Mayor Salmon reviewed action item list and directed that the reminder about a town arborist be removed from the list as revision of the tree ordinance is not planned for anytime soon.

XI. Department Reports

A) Police Department – Sgt. Loos reviewed the report

1) New Police Vehicle

The car delivered is not the model the department needs. The cost to get the correct model for patrol is \$6000 additional.

Motion by Commr. Calenda to approve \$6000 additional for car. 2nd by Commr. Murphy
Roll Call Vote: Voting Yes were Commr. Calenda, Commr. Dix, Commr. Jones, Commr. Murphy, Commr. Sinton, Vice Mayor Carroll, Mayor Salmon; Voting No were None.
Vote was 7 Yes 0 No
Motion Approved

Motion by Commr. Jones to approve sale of old patrol car for \$2500. 2nd by Commr. Calenda.
Motion Approved

2) FDLE audit – Department passed the review.

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

1) New Mower – in service

2) Code Enforcement notice – consulting with atty on forms

3) Culverts and Swales - completed around Cajeput Circle – working down Acacia Ave.

4) Erna Nixon/Live Oak bridge

Motion by Commr. Calenda to allow public works to donate pipe and assist the AHF in installing it for a bridge in front of Erna Nixon park entrance. 2nd by Commr. Dix.
Motion Approved

5) Hammock Rd. legacy tree

Large tree on the corner of the Metcalf’s property on Hammock. Tree is encroaching in ditch.

Motion by Commr. Jones to put a small culvert pipe to preserve tree and drainage. 2nd by Vice Mayor Carroll.
Motion Approved.

C) Administration – Town Clerk, Gail Griswold

1) Sage Software renewal

Motion by Commr. Sinton to approve for \$1500.00. 2nd by Commr. Calenda.
Roll Call Vote: Voting Yes were Commr. Calenda, Commr. Dix, Commr. Jones, Commr. Murphy, Commr. Sinton, Vice Mayor Carroll, Mayor Salmon; Voting No were None.
Vote was 7 Yes 0 No

Motion Approved

2) ADA issues on website

ADA issues for website discussed – Acrobat Pro is required to make pdf files readable by accessibility programs. Commission recommended acquiring a copy for the town rather than relying on employees to have personal copies.

D) Treasurers' Report – Treasurer, Gail Griswold

1) Audit Update – no problems have arisen

E) Building Department –Town Clerk, Gail Griswold - 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. Sinton to Approve. 2nd by Commr. Dix

C) Recommended Actions:

1) Approval of Minutes: For Filing

(a) Regular Commission Meeting – January 22, 2019

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 25, 2019

(c) Traffic Committee – February 12, 2019

(d) Town Review Board – February 22, 2019

(e) Town Beautification Committee – January 14, 2019

(f) HWCH Remodeling – January 17 and January 30, 2019

No Meetings this month – Planning and Zoning, Neighboring Relations Committee, Permit & Inspection Committee, Hester Wagner Comm. House Workshop

4) Appointments & Resignations – None

5) Proclamations/Resolutions – None

Motion Approved

XIII. Unfinished Business - none

XIV. New Business – none

XV. Approval for Payment –none

XVI. Adjourned at 9:27 pm

Heidi A Salmon, Mayor

ATTEST:

Gail E. Griswold, Town Clerk/Treasurer