

TOWN OF MELBOURNE VILLAGE

MINUTES

Regular Commission Meeting

Tuesday, May 28, 2019

7:00 PM - Town Office

- I. Called to Order at 7:03 pm by Mayor Salmon
- II. Pledge of Allegiance led by Mayor Salmon
- III. Roll Call : Present were Commr Calenda, Jones, Murphy, Sinton, Vice Mayor Carroll, Mayor Salmon; Excused was Commr Dix
- IV. Mayor's Report – Mayor Salmon briefly discussed several points:
 - She met with SJRWMD about the culvert at the M1.
 - She has completed reviews for department heads.
 - There will be a party for retiring Chief King on Friday at 1pm
 - We have received new traffic count information which she has referred to the traffic committee
 - More septic to sewer funds are being made available statewide.
 - A) The League of Cities Dinner next month is the one we co-host with West Melbourne
- V. Additions/Deletions and Re-ordering
 - None
- VI. Business Tax Receipt Applications/Appearances/Presentations
 - None
- VII. Public Forum
 - None
- VIII. Correspondence
 - A) Nathan Doyle, Subject Property: 654 West Pine Rd.
 - Motion** by Commr Jones, 2nd by Vice Mayor Carroll to approve the division of lot 211 back into lots 211 and 212, with an adjustment to the line between the two to accommodate retaining the current structures.
 - Motion Approved**
- IX. Commission & Verbal Committee Reports
 - None
- X. Review of Previously Assigned Action Items
 - Hudson – getting bids on re-planting
 - HWCH – plans not ready yet, contractor not available when anticipated
 - Emergency plan – will be presented to the Commission next month.

Dayton Rd. culvert & bridge – underway to contract. Draft interlocal agreement and scope of services being prepared. Some discussion about whether current pedestrian bridge will be retained. Atty Richardson told the county he believed the Town wanted to keep it. The Commission indicated agreement with this.

Motion by Commr Sinton to authorize the Mayor to proceed with a contract for engineering services for the project at a cost NTE \$75,000. 2nd by Commr Calenda.

There was some discussion about issues such as penalties for delays, and how payments would be handled. Atty Richardson undertook to discuss these in negotiations with the County.

ROLL CALL VOTE: Voting YES were Commr Calenda, Jones, Murphy, Sinton, Vice Mayor Carroll, Mayor Salmon ;Voting NO were None.

Vote was 6 Yes, 0 No.

Motion Approved

Motion by Commr Sinton to un-designate \$60,000 of the funds currently designated as a “hurricane reserve” and reallocate to the undesignated reserve to be budgeted for this contract. 2nd by Commr Jones.

Motion to amend by Commr Jones to adjust amount to the full \$67,137.13. 2nd by Commr Calenda.

Motion to Amend Approved

Main Motion as Amended Approved.

XI. Department Reports

A) Public Works – Bradley Ward presented the report and answered questions, as Town Superintendent Tompkins was on vacation.

1) Storm water

Work on swales on Sheridan has been completed, next is West Pine, then Norman Dr.

There is dirt available at the shop. Office will advertise for villagers who need it.

He and Atty Richardson noted that the retaining wall encroaching on Town right of way on South Dr. has been removed by the homeowner.

Request made to get M-1 cleared. He noted that the County has looked at it and said it was ok, but he will contact them again about specific problems.

Hurricane season preparations completed – sand-bags and sand available, local ditches cleared.

The potential pole barn by the garage is on hold awaiting AHF action. Atty Richardson will take a look at the AHF bylaws about whether a referendum of the members is needed to deed land to the Town.

B) Police Department – Acting Chief Gary Loos reviewed his report.

Commr Jones expressed concern that Acting Chief Loos should be getting a pay increment for the period of his responsibility for the Chief’s duties, beginning May 1st.

1) Chief King’s succession recommendation

Mayor Salmon presented Chief King’s recommendation that the Commission promote Gary Loos to his position. Several people supported this recommendation. There was some discussion as to whether the position should be advertised.

Motion by Commr Jones to promote Gary Loos to Chief, effective June 1, at annual rate of \$53,000, pay rate to be retroactive to May 1 for Acting Chief responsibilities. 2nd Commr Sinton

ROLL CALL VOTE: Voting YES were Commr Calenda, Jones, Murphy, Sinton, Vice Mayor Carroll, Mayor Salmon ;Voting NO were None.

Vote was 6 Yes, 0 No.

Motion Approved

2) Approval to hire New Patrol Officer Roger Mason

Motion by Commr Calenda to approve subject to background checks. 2nd by Commr Sinton

ROLL CALL VOTE: Voting YES were Commr Calenda, Jones, Murphy, Sinton, Vice Mayor Carroll, Mayor Salmon ;Voting NO were None.

Vote was 6 Yes, 0 No.

Motion Approved

C) Administration – Town Clerk, Gail Griswold

D) Treasurers’ Report – Treasurer, Gail Griswold

1) Investments

Town Clerk/Treasurer Griswold gave a report on the investments and current interest rates

2) Investment Transfer Policy

Motion by Commr Jones to approve a clarification of the transfer policy that a transfer to the Florida Prime account will be made if the checking account exceeds \$75,000 on the 15th of the month. 2nd by Commr Calenda

Motion Approved

3) Audit Update

Audit will be presented next month

E) Building Department – Town Clerk, Gail Griswold

Report 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 Calenda to approve, 2nd by Commr Sinton

C) Recommended Actions:

1) Approval of Minutes: For Filing

(a) Regular Commission Meeting – April 23, 2019

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

3) Approval of Reports: FOR FILING ONLY

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

(b) Finance Committee – May 23, 2019

- (c) Planning & Zoning – April 24, 2019
No Meetings this month - Town Review Board, Neighboring Relations Committee, Board of Adjustment, Permit & Inspection Committee, Town Beautification Committee
- 4) Appointments & Resignations
 - (a) Appointments: Chris Haley, Code Enforcement Board
- 5) Proclamations/Resolutions – None

Motion Approved

XIII. Unfinished Business – None

XIV. New Business

A) Budget 2019-20 discussion

1) Health Insurance

Mayor Salmon presented information about several options available under Health First for different coverage plans. Our renewal date is in January, new rates will come out in November. She recommended taking a budget approach of continuing the level of budget from this year, but review options before renewing.

2) 5- and 10- year capital budget projections

Discussion postponed

B) Re-classification of “Reserve for Hurricane Expense” funds to cover Capital Project engineering & design costs

Handled earlier

XV. Review of Newly Assigned Action Items

AHF Land Issue – Atty Richardson

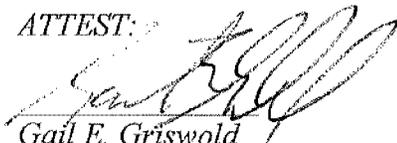
M-1 canal clear-up - Public Works

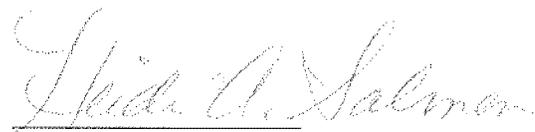
Golf Cart Ordinance info

XVI. Approval for Payment – None

XVII. Adjournment: meeting adjourned at 9:28 PM

ATTEST:


Gail E. Griswold
Town Clerk/Treasurer


Heidi A. Salmon
Mayor