

TOWN OF MELBOURNE VILLAGE
MINUTES
Regular Commission Meeting
TUESDAY, NOVEMBER 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, Jones, Murphy, Sinton, Vice Mayor Carroll, Mayor Salmon; Delayed was Commr Dix (arrived at 7:50 pm)
- IV. Mayor's Report – (Given Verbally At Table) Looking for volunteers for the Fitness Challenge – anyone interested should speak to Mayor Salmon.
She has met with three engineers about ideas for Jeannie Drive. Town is getting cost information – there is no commitment to do project.
Drainage work is continuing down Norman then will move to Dayton Blvd.
- V. November Transition
 - A) Oath of Office for returning Commissioners Valerie Calenda, Rand Carroll, and Gerda Murphy
Town Atty. Richardson swore in the returning Commissioners for a new term.
 - B) Election of Vice Mayor
Commr Sinton nominated Rand Carroll. Commr Calenda endorsed the nomination.
Hearing no further nominations Mayor Salmon closed nominations and Rand Carroll was declared Vice Mayor.
 - C) Selection of Space Coast League of Cities Delegate and Alternate
Commr Sinton nominated Mayor Salmon as delegate, Commr Jones nominated Vice Mayor Carroll as alternate. Nominations were approved by the Commission.
- VI. Additions/Deletions and Re-ordering
None
- VII. Occupational License/Appearances/Presentations
 - A) Jim Morton, Insurance Agent and Casey Schneider, Health First Rep.
Various alternatives to the current plan were presented. The current plan is increasing by 5% this year after several years of no increase.
The current plan does not meet the requirements of the ACA program.
Details of four alternatives were reviewed in comparison to the current plan. The Commission decided to review the information and make a decision at the December meeting.
 - B) Traffic Committee proposal
Mike Smith presented the proposal and reviewed options.
Motion by Commr Jones to approve the additional stop signs on West Pine and South Drive. 2nd by Commr Sinton.
Commr Dix expressed opposition to additional signs.
Motion Approved

Motion by Commr Jones to approve cross walk and required signs on Dayton at Savannah creating in effect an on-demand stop rather than a full time stop.. 2nd by Commr Dix
A roll call vote was requested.
ROLL CALL VOTE: Voting Yes was Commr Dix; Voting No were Commr Calenda, Jones, Murphy, Sinton, Vice Mayor Carroll, Mayor Salmon

Vote was 1 Yes, 6 No
Motion Failed

Motion by Commr Calenda to approve stop signs at Dayton and Savannah as proposed. 2nd by Commr Jones.

ROLL CALL VOTE: Voting Yes were Commr Calenda, Jones, Murphy, Vice Mayor Carroll, Mayor Salmon Commr; Voting No were Commr Dix, Sinton.

Vote was 5 Yes, 2 No
Motion Approved

VIII. Public Forum - None

IX. Correspondence

A) Waste Pro Rate Adjustment Letter

Noted – formal notice for next year’s increase, as required by Franchise Agreement

B) Letter from Paul Merry Re: Resignation as Chair of Town Review Board

Noted for information only

C) Anonymous Letter of November 21, 2019 Re: Lawn Clutter

Referred to Public Works department for action and code enforcement

The police Department will check on resident who may be having problems

X. Action Item Review – Mayor Salmon reviewed

XI. Department Reports

A) Police Department – Presented by Sgt. Combs who reviewed the report

1) Cellular Telephone Guidelines

Motion by Commr Jones to approve the policy, 2nd by Commr Calenda

Motion Approved

B) Public Works – presented by Bradley Ward, who reviewed the report

1) Distribution of Holiday Ribbons for Signposts to Commissioners

Motion by Commr Sinton the have PW dept put ribbons up. 2nd by Commr Murphy

Motion Approved

C) Administration – Town Clerk/Treasurer Gail E. Griswold

1) Space Coast League of Cities Dinner sign up for Monday, December 9, 2019 noted

D) Treasurers’ Report – Town Clerk/Treasurer Gail E. Griswold

1) Raises –

Motion by Commr Jones to approve 2% raise for Leslie Fay and \$.75/hr end of probation raise for Susan Downey. 2nd by Commr Calenda

ROLL CALL VOTE: Voting Yes were Commr Calenda, Dix, Jones, Murphy, Sinton, Vice Mayor Carroll, Mayor Salmon Commr; Voting No were None.

Vote was 7 Yes, 0 No

Motion Approved

2) Investment update – Noted

3) Workers’ Comp Pay Policy

Motion by Commr Jones to approve, 2nd by Commr Calenda

Motion Approved

- E) Building Department – Town Clerk/Treasurer Gail E. Griswold
1) 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 Jones to approve. 2nd by Commr Calenda

C) RECOMMENDED ACTIONS:

- 1) Approval of Minutes: For Filing
 - (a) Regular Commission Meeting, October 22, 2019
- 2) Acceptance of Financial Statements, OCTOBER – SUBJECT TO AUDIT
- 3) Opportunity for Commission to Remove Items from Consent Agenda
- 4) Approval of Reports: FOR FILING ONLY
 - (a) Public Works Department
 - (b) Police Department
 - (c) Town Clerk/Treasurer
 - (d) Building Department
 - (e) Town Review Board – April 8, 2019, September 16, 2019, and November 13, 2019
 - (f) Board of Adjustment – October 29, 2019
 - (g) Traffic Committee – October 15, 2019 and November 19, 2019

No Meetings this month – Town Beautification Committee, Hester Wagner Comm. House

- 5) Appointments & Resignations
 - (a) Appointment of Scott McCoy to Town Review Board
- 6) Proclamations/Resolutions – None

Motion Approved

XIII. Unfinished Business

- A) Traffic Committee Update
Addressed earlier

XIV. New Business

- A) Ordinance 2020-01 – Amending 2018-19 Final Budget – 2nd/Final Reading
Motion by Commr Calenda to read by title only, 2nd by Commr Jones.
Motion Approved

Mayor Salmon read Ord. 2020-01 by title

Motion to Approve by Commr Jones, 2d by Commr Calenda.

Motion to amend by Vice Mayor Carroll, 2nd by Commr Jones, to amend the numbers for the general fund to those presented by the treasurer.

Motion to amend Approved

Motion by Commr Sinton to amend the Special Revenue Fund numbers to those presented by the Treasurer, 2nd by Commr Jones.

Motion to amend Approved

Vote on Ordinance for 2nd and final reading, as amended:

ROLL CALL VOTE: Voting Yes were Commr Calenda, Dix, Jones, Murphy, Sinton, Vice Mayor Carroll, Mayor Salmon Commr; Voting No were None.

Vote was 7 Yes, 0 No

Motion Approved

Ordinance 2020-01 was duly adopted by the Commission

B) Renewal of Health Plan
Addressed earlier

C) Raises – all raises to take effect with the 12/19/19 Payroll
Motion by Commr Jones to approve 2% raises for police department employees Combs, Radig, Veina, Scarlett, and Wallace. 2nd by Commr Calenda
ROLL CALL VOTE: Voting Yes were Commr Calenda, Dix, Jones, Murphy, Sinton, Vice Mayor Carroll, Mayor Salmon Commr; Voting No were None.
Vote was 7 Yes, 0 No
Motion Approved

Motion by Commr Jones to approve 2% raise for George Tompkins, 2nd by Commr Murphy
ROLL CALL VOTE: Voting Yes were Commr Calenda, Dix, Jones, Murphy, Sinton, Vice Mayor Carroll, Mayor Salmon Commr; Voting No were None.
Vote was 7 Yes, 0 No
Motion Approved

Motion by Commr Sinton to approve \$2.00/Hr raise for Bradley Ward. 2nd by Commr Jones
ROLL CALL VOTE: Voting Yes were Commr Calenda, Dix, Jones, Murphy, Sinton, Vice Mayor Carroll, Mayor Salmon Commr; Voting No were None.
Vote was 7 Yes, 0 No
Motion Approved

Motion by Commr Calenda to approve a 1% raise for Gail Griswold, 2nd by Commr Jones
ROLL CALL VOTE: Voting Yes were Commr Calenda, Dix, Jones, Murphy, Sinton, Vice Mayor Carroll, Mayor Salmon Commr; Voting No were None.
Vote was 7 Yes, 0 No
Motion Approved

D) Approve closing of office for floating holiday – December 24, 2019
Motion by Commr Calenda to approve, 2nd by Commr Sinton
Motion Approved

E) Set date of December Commission Meeting currently scheduled for December 24, 2019 –Tuesday, December 17, 2019
Motion to approve by Commr Sinton, 2nd by Commr Calenda
Motion Approved

XV. Approval for Payments – None

XVI. Adjournment meeting adjourned at 10:42 pm

ATTEST:

Heidi A. Salmon
Mayor

Gail E. Griswold
Town Clerk/Treasurer