

**TOWN OF MELBOURNE VILLAGE
MINUTES
REGULAR COMMISSION MEETING
Tuesday November 29, 2022**

I. Call to Order 6:32 p.m.

II. Pledge of Allegiance led by Mayor Niemann

III. Roll Call: Present were Commissioners Anderson, Foster, Jones, Muzzone, Ingram, Vice Mayor Calenda and & Mayor Niemann

IV. Mayor's Report

Mayor Niemann read her report in full.

V. Post-Election Items:

A) Oaths of Office were read by outgoing Mayor Niemann for New Mayor Susan Ditty and new incoming Commissioners Bridget Foster, Norton Muzzone and re-elected Commissioners Dave Jones and Fred Anderson.

Mayor Ditty read her introductory statement.

B) The selection of Vice Mayor was made. Commissioner Anderson made motion for Valerie Calenda to become Vice Mayor and Commissioner Jones seconded. All voted in favor and the motion was carried.

C) SCLOC 2023 Appointment of League Voting Delegate/Director. Vice Mayor Calenda nominated the Mayor and Vice Mayor to be the Voting Delegate and Alternate for the Town of Melbourne Village. Commissioner Anderson seconded the motion. All voted in favor and the motion carried.

D) SCLOC Dinner scheduled for December 12, 2022. The commission would like to open the dinner to all the office staff and Public Works. Please inform Marissa by Monday December 5th. The Town will pay for the commission and any staff who would like to attend but if you would like to bring a plus one, please bring \$35 to the office for any additional people. Also, we will be hosting the SCLOC dinner with West Melbourne in June of 2023.

VI. Additions/Deletions and Re-ordering: Mayor Ditty moved Department reports to after the Public Forum. Kim Smith from SCTPO is here to answer questions regarding the Vision Zero resolution and we will move her up from New Business B to after the Department Reports.

VII. Correspondence, Appearances, Presentations:

A) FPL projects rate increase between 7.79 – 8% for the town which was also presented to the Finance Department. Does not include the fuel increase. We

will get an increase in our revenue from FPL which should help offset the increase.

- B) E-Mail from resident Jeremiah Frame who works for DR Roofing. His company has put in a bid, but the Town needs get a clear RFP as to what is required. The Town needs this RFP work to be completed by the end of December 2024

VIII. Public Forum:

Carol Dobson, 45 Blue Heron – When Jessica Nicholas tree fell, Carol heard that FPL was charging her to connect her box to the pole. Why do I have to pay FPL \$3500 when I can get my own electrician?

Mayor Ditty – That is not a Town issue you would have to ask FPL. In Jessica’s case the tree fell and took down the box and line. She had to get an electrician to fix the box before FPL could reconnect her to the pole.

Ray Bowin, 665 W. Pine - You own from the “weather head” connection to the meter. I have never heard of paying for the wire.

IX. Department Reports:

Brevard County Sheriff’s Dept., - Lt. Haman read his report of the incidents that occurred in the month of October. Commissioner Anderson – Does Sheriff’s office handle code enforcement. Lt Haman generally, no it is handled by Town Code Enforcement Board.

Commissioner Jones –TS means Traffic Stop but speeding is still rampant. Lt Haman said we must keep marked car visible, or it is considered entrapment. Commissioner Foster if we have license plate number can we call and report them? Lt Haman you can make the Sheriff on duty aware of them. The Town can use the old MVPD vehicles and leave them in the areas that people speed or use the little mobile radar monitor that will make people aware of their speed.

Bill Losee - Public Works– Read his report his full. We had a back flow leak that cost \$800 to be repaired. Vice Mayor Calenda did we get an estimate for the new street signs and posts? Mayor Ditty we are putting it on hold for now it and will discuss options. We will need 70 blades and 36 poles and some of the signs need to be moved. The stop sign on Dayton & South was hit and we have ordered new post. PW will replace.

Vice Mayor Calenda the painting of the office will be done on the weekend of December 10 & 11th if anyone would like to volunteer. The company who will be doing the floors is backed up, but we will have them steamed & waxed and also have the carpets cleaned. The cost should be less than \$500 for the paint and cleaning.

Odine Constable – Blue Jay Lane, the fabric on the table will not match the colors. Vice Mayor Calenda has matching fabric and will fix.

Heather Roberts - Town Clerk – Read her report in full. We are still working on getting AT&T account closed. We will add this to our action report. Found out the ATV Mule is covered under the policy for \$25,000. The new office desks have been purchased and arrived.

Vice Mayor Calenda made a motion for CCI Crawford CPA to do our Audit for one more year at a cost of \$11,800 if we meet our deadlines or for additional cost of \$2800 if we do not. Commissioner Ingram seconded. A roll call motion was made, and all voted in favor and the motion was carried.

A note from the Finance Committee we need to appoint someone for the Rescue Grant for \$350K. Tabitha Niemann has volunteered to work with Heather Roberts on this.

Sandra Smith from the Finance Committee also said quarterly budget meeting would be too often but semi-annually would work better.

Last item is the Dayton Bridge Fund \$25,000 for FY 20/21 Audit we never collected. Don't know if we will be able to get the money back. Mayor Ditty will add to her Action Items list.

Introduced potential new Town Attorney John Cary who spoke for a few minutes on his job experience. He also reminded the new commissioners regarding the Sunshine Law.

Chanda Kelley – Deputy Clerk – Building report read by the Mayor.

Moved up Vision Zero Resolution from new business. Kim Smith from Space Coast Traffic Planning Organization discussed the resolution being presented to the commission. The resolution is regarding Speeding, safer roads, safer vehicles, and post-crash care. We will need a volunteer to be the point person. All the other counties in Brevard have adopted this resolution, along with the Brevard County School Board.

X. Consent Agenda:

Vice Mayor Calenda made a motion to approve the consent agenda with the minutes from October 25 revised to match the Amended Agenda and a note on the minutes from November 9th that there was no agenda due to it being an emergency meeting for Tropical Storm Nicole. Commissioner Muzzone seconded the motion. All voted in favor and the motion was carried.

XI. Commission & Verbal Committee Reports:

- A) SCLOC Dinner from November – Vice Mayor Calenda recommended that the Mayor or Vice Mayor and one commissioner go to these meetings each month. Commissioner Foster read a summary of each of the last 2 meetings for October and November. Vice Mayor Calenda found the meetings to be a source of very valuable information.
- B) IT Security – Commission Jones will be working with Heather Roberts to set up a time for a presentation from Computer Experts on IT Security for the Office Staff.

XII. Action Item Review: This has been moved to the December 14th meeting

XIII. Unfinished Business:

- A) Final Public Hearing for FY 21/22 Budget – Vice Mayor Calenda made a motion to read just the title of Ordinance 2022-03, Commissioner Foster seconded. All voted in favor and the motion was carried. The title of Ordinance 2022-03 was read by Mayor Ditty
- B) Approval of Final Budget for FY 21/22. Vice Mayor Calendar made motion to approve the Final Budget for FY 21/22, Commissioner Muzzone seconded the motion. All voted in favor and the motion was carried
- C) Village Street Signs Discussion – Moved to December 14th meeting.
- D) Town Engineer Quotes – Moved to December 14th meeting.

XIV. New Business:

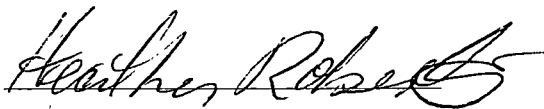
- A) Approval of CCI Audit Engagement letter – This was moved to IX department reports under Town Clerk.
- B) Discuss Vision Zero Resolution – was moved up after Department Reports.
- C) Set January Date for Workshop – Law Enforcement options and costs – the date was set for January 28th from 10 am to 12 pm. We will announce this in the Cardinal. The goal is to try and get all Cardinal articles in by January 5th so we can get out Mid-January.
- D) Holiday Ribbons for signposts – in the future we will buy the Ribbons and bows in October and hand out by November meeting so commissioners and volunteers can decorate poles.
- E) Change of date for December commission meeting – we have moved the date up to December 20th from December 27th. We have also added a special meeting for December 14th to go over items that we could not get to in the November 29th meeting.

XV. Approval for Payment: None

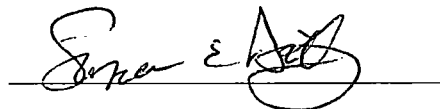
XVI. Adjournment - 9:05 pm

If an individual decides to appeal any decision made by the Town Commission with respect to any matter considered at this meeting, a record and transcript of the proceedings will be required and the individual will need to ensure that a verbatim record and transcript of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based and will be acceptable in a court of law (FS286.0105). Such person must provide a method for recording and transcribing the proceedings verbatim as the Town does not provide such a record or transcript. In accordance with the Americans Disabilities Act and Section 286.26, Florida Statutes, persons needing special accommodations for this meeting shall, within a reasonable time prior to the meeting contact the Office of the Town Clerk (321) 723-8300.

ATTEST:



Heather Roberts, Town Clerk



Susan Ditty, Mayor