

TOWN OF MELBOURNE VILLAGE

555 Hammock Road • Melbourne Village • Brevard County, Florida 32904-2513

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REGULAR COMMISSION MEETING

MINUTES

Tuesday September 24, 2024

6:30 PM

AHF Hall

- I. Call to Order: 6:30 PM
- II. Pledge of Allegiance: Led by Mayor Ditty
- III. Roll Call: present were Commissioners Calenda, Perrine, Yorio, Vice Mayor Foster and Mayor Ditty. Commissioners Anderson and Muzzone were excused.
- IV. Mayor's Report: (at table): Mayor Ditty read in full
- V. Additions/Deletions and Re-ordering:
Mayor Ditty read the letter submitted by Christine Kretz, AHF President, requesting permission to reprint town cookbook, rights owned by the Town of Melbourne Village, for use as a fundraiser.
Vice Mayor Foster made a **MOTION** to allow the AHF to reprint the cookbook.
Commissioner Calenda seconded the **MOTION**. All the commission were in favor. **MOTION** passed.
- VI. Correspondence, Appearances, Presentations:
- VII. Public Forum (3-minute limit each): None
- VIII. Department Reports
 - A) Public Safety – Sheriff's Department – Lt. Gish read in full
 - B) Public Works– Jeff Conklin, Public Works – Mayor Ditty read in full
 - C) Code Enforcement – Camille Moore, Code Enforcement Official (at table) Mayor Ditty read in full
 - D) Administration/Treasurer's Report – Heather Roberts, Town Clerk (at table) read in full
 - E) Building Department – Heather Roberts, Town Clerk (in Finance Packet) read in full
 - F) ARPA Report – Heather Roberts, Town Clerk (in Finance Packet) read in fullCommissioner Calenda made a **MOTION** to approve the cancellation of both Pinnacle and the fraud package from PNC Bank. Vice Mayor Foster seconded the **MOTION**. Roll call was taken. All the commission were in favor. **MOTION** was passed.
- IX. Consent Agenda
(All items appearing on the CONSENT AGENDA are listed as recommended actions and are considered to be routine and will be acted upon in one motion. SPECIFIC ITEMS may be removed for separate consideration, any Item so removed will be considered under new business).
 - A) Opportunity for Audience input regarding Consent Agenda
 - B) Opportunity for Commission to Remove Items from Consent Agenda
 - C) Recommended Actions:
 - 1) Approval of Minutes: For Filing
 - (a) Regular Commission Meeting – July 23, 2024
 - (b) Regular Commission Meeting – August 27, 2024
 - (c) Special Commission Meeting – September 11, 2024
 - (d) Town Review Board Meeting – August 23, 2024
 - (e) Town Review Board Workshop – September 6, 2024
 - (f) Beautification Committee Meeting – September 17, 2024
 - 2) Acceptance of Financial Statements – August 2024
 - 3) Approval of Reports: *FOR FILING ONLY*

- (a) Department Reports: Public Safety, Public Works, Code Enforcement, Administration/Treasurer's Report, Building Department
- 4) Appointments & Resignations:
- 5) Proclamations/Resolution:

Vice Mayor Foster made a **MOTION** to accept the consent agenda as listed, with a change from the Special Commission meeting on September 11, 2024 to read First Budget Hearing. Commissioner Calenda seconded the **MOTION**. All the commission were in favor. **MOTION** passed.

X. New Business:

A) Mike Smith request to use Town Smoker
Mike Smith requested the Commission's permission to use the smoker on November 2, 2024 off site. The Commission discussed that Mr. Smith would have to prove his insurance covered the towing of the smoker, Attorney Cary is writing up a waiver of liability to protect the town, and Town Clerk Heather Roberts will ensure town volunteers are covered under our insurance policy.

Vice Mayor Foster made a **MOTION** to approve Mike Smith's use of the smoker on November 2, 2024, pending meeting the above conditions. Commissioner Calenda seconded the **MOTION**. All the commission were in favor. **MOTION** passed.

B) Recycle Brevard –Recycling small electronics
They will drop off a small container to Town Hall for residents to be able to dispose of small electronics only.

C) Notice of unsafe Structure – All structures on the property located at 675 Hammock Rd are being demolished.

XI. Unfinished Business: None

XII. Commission & Verbal Committee Reports:

A) SCLOC Dinner- September 9, 2024, Hosted by the Cities of Satellite Beach & Palm Shores

B) SCLOC Upcoming Dinner – October 14, 2024, Hosted by the City of Melbourne will take place at The Manor.


XIII. Action Item Review: Mayor Ditty reviewed the action items.

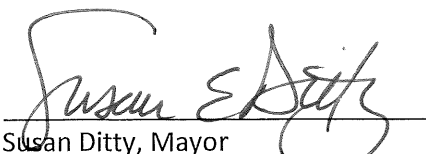
XIV. Approval for Payment: None (Note: Commission in agreement that this agenda item is to be removed from future agendas)

XV. Adjournment: 7:49 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